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ABSTRACT

This handbook provides appropriate background and orientation material for American students, researchers, and teachers who travel to the People's Republic of China. There are eight sections. Section one discusses opportunities for study, research, and teaching in China. Section two deals with preparing for the trip. Various topics are discussed including arranging to leave the United States (e.g., passports, visas, money, customs); what to take for daily life (e.g., clothing, electrical appliances, gifts); and what to take for professional life (e.g., research materials, teaching aids). The third section examines settling in and describes what to expect when you arrive in China, life in China, and the housing situation. Study and research are the topics of the fourth section. The work unit, student life, the researcher's experience, and access to material are discussed. Work loads, working conditions, and professional and social relationships in teaching are examined in section five. Available services are described in section six. What to expect upon leaving China is the topic of section seven. Appendices include China's regulations governing the enrollment of foreign students in institutions of higher education; information concerning the recruitment of foreign language teachers in China; a sample contract for foreign teachers in China; a selected reading list; information on Chinese postal and customs regulations; approximate costs of housing, clothing, and other items, and names of colleges and departments open to foreign students. (Author/RM)

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China Bound:

A Handbook for American Students, Researchers and Teachers

Karen Turner Gottschang

U.S.-CHINA EDUCATION CLEARINGHOUSE

A joint project of:
Committee on Scholarly Communication with the People's Republic of China
and
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Foreword and Acknowledgments

Educational exchanges between the United States and the People's Republic of China (PRC) have increased dramatically since the normalization of relations on January 1, 1979. In two years the number of Chinese students, scholars and teachers in the United States grew from near zero to almost 6,000, and several hundred Americans have traveled to China for periods ranging from a few months to several years. Similar numerical imbalances exist in virtually all exchanges between developed and developing countries and fit the general pattern of scholarly exchange between the United States and most other countries. Although limited facilities make it difficult to accommodate all who wish to study or work in the PRC, there are numerous and growing opportunities for American students, researchers and teachers to go to China. A number of U.S. institutions have concluded formal exchange agreements with schools and research institutes in China and many others have established informal ties. Individuals interested in going to China to study, do research or teach should check with the international studies office on their campus to see whether their institution has such an exchange agreement with a Chinese university. Other opportunities for study, research and teaching positions in China are listed in Section I of this publication.

As the number of Americans traveling to China to live and work in academic settings increases, so too does the need for appropriate background and orientation material. This handbook has been prepared to help meet that need. The information provided, while certainly not answering all questions about studying, conducting research or teaching in China, is meant to help persons adjust to life in China as temporary residents, not as tourists. Therefore, it does not provide information about restaurants, shopping or tourist attractions which is readily available in general guidebooks such as those mentioned on page 19.

This handbook has been prepared for and distributed through the U.S.-China Education Clearinghouse, a joint project of the Committee on Scholarly Communication with the People's Republic of China (CSCPRC) and the National Association for Foreign Student Affairs (NAFSA). Formed in October 1979, the Clearinghouse is supported by the U.S. International Communication Agency. (CSCPRC is jointly sponsored by the National Academy of Sciences, the Social Science Research Council and the American Council of Learned Societies.)

The information presented in this handbook is of two types: that which is applicable to all Americans planning to reside in China, and that designed specifically for students, research scholars and teachers. Though intended primarily for those who have already been accepted into programs in China, the materials in the handbook will also be helpful to anyone trying to decide whether to spend an extended period in the PRC.

The information presented here was gathered from reports submitted by individuals who were part of the first two groups of students and researchers selected through the national competition administered by the CSCPRC, from experiences of students who went to China during the summer of 1980 on one of

several Chinese language study programs and from Americans who have taught in China since the normalization of U.S.-China relations. Since the situation in China is one of constant and often rapid change, the conditions and regulations reported here may be somewhat out of date by the time you read about them. If you have specific questions or believe that significant changes have occurred, check with your institution's study abroad office, NAFSA or the CSCPRC.

Karen Turner Gottschang, who studied and conducted research in China with the first group of scholars sent under the National Program of the CSCPRC, authored the major portion of this publication. Information about teaching in China was collected and compiled by Linda A. Reed.

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Washington, DC
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I. Opportunities for Study, Research and Teaching in China

To live and work in China is a prospect that has intrigued Americans for more than a century, but opportunities to do so were foreclosed for nearly 30 years. Happily, the situation changed dramatically following normalization of relations on January 1, 1979. Once again, Americans are able to study and teach in Chinese schools and research institutes. A small number of students and scholars are selected each year through national competitions administered by the Committee on Scholarly Communication with the People's Republic of China (CSCPRC). Many others are placed through formal and informal exchange arrangements made between individual institutions in the United States and China. Some teachers and researchers are "recruited" by colleagues in China; others apply to the Chinese Ministry of Education (MOE) or Foreign Experts Bureau (FEB). Those interested in studying or teaching in China should explore each of these and other possibilities to ascertain which is most suitable for them; those who have already been accepted by a Chinese institution should be aware that they will be in contact with people who have traveled to China via many different roads and under very different arrangements. As of 1981, most Americans who had studied, conducted research or taught in China secured placement through one of the programs described below.

A. STUDY AND RESEARCH

The Committee on Scholarly Communication with the People's Republic of China administers the major nationwide student and scholarly exchange programs between the United States and China, including the National Program for Advanced Study and Research in China and the Distinguished Scholar Exchange Program. For more information about these programs, write to the CSCPRC, 2101 Constitution Avenue, N.W., Washington, DC 20418.

A limited number of Fulbright awards are available for study and research in China; for further information contact the International Education Program, U.S. Department of Education, Washington, DC 20202.

Many U.S. colleges and universities have formal or informal exchange agreements with institutions in China. A list of schools known to have such agreements can be found in the U.S.-China Education Clearinghouse publication, *An Introduction to Education in the People's Republic of China and U.S.-China Educational Exchanges (Revised and Expanded Edition, 1981)*. Many programs are limited to students and faculty at the signatory school but questions of eligibility should be directed to the individual college or university.

In addition to exchange programs conducted under agreements between individual U.S. and Chinese institutions, there are a number of summer and/or

semester or year-long Chinese language and culture programs sponsored by organizations such as the Council on International Educational Exchange (205 East 42nd Street, New York, NY 10017) or by individual U.S. institutions. Information about these programs should be available in the U.S. study abroad office at most colleges and universities.

Individuals also may apply directly to China's Ministry of Education. A copy of the MOE brochure entitled "Regulations Governing the Enrollment of Foreign Students in Institutions of Higher Education in China" is Appendix A; a copy of the MOE brochure entitled "Regulations Governing the Acceptance of Foreign Research Scholars Applying to Conduct Research Work in Institutions of Higher Education in China" is Appendix B.

Application forms are available from the Ministry of Education in Beijing (Peking) or from the U.S.-China Education Clearinghouse, 1860 19th Street, N.W., Washington, DC 20009. Copies of correspondence to the MOE should be sent to the Counselor for Education, Embassy of the People's Republic of China, 2300 Connecticut Avenue, N.W., Washington, DC 20008.

B. TEACHING

The Foreign Experts Bureau is the major recruiter of foreign language teachers in China for long term (more than six months) assignments. Americans interested in teaching in China can obtain application forms from and apply directly to the Employment Office, Foreign Experts Bureau, P.O. Box 300, Beijing, People's Republic of China or the Embassy of the People's Republic of China. Application forms are also available from the U.S.-China Education Clearinghouse. Copies of correspondence to the FEB should be sent to the Counselor for Education at the Chinese Embassy. The FEB announced in early 1981 that the regulations governing the hiring of foreign language teachers would be revised later in the year. The new regulations were not available when this handbook went to press, but a number of specific changes had been announced. Announced changes are summarized in Appendix C.

Americans wishing to teach in China for less than six months should contact the Ministry of Education in Beijing. Individuals interested in teaching in the arts should apply to the Ministry of Culture in Beijing. Again, copies of correspondence should be sent to the Counselor for Education at the Chinese Embassy.

A limited number of Fulbright awards are available for teaching in China; for further information write to the Council for International Exchange of Scholars, Eleven Dupont Circle, N.W., Suite 300, Washington, DC 20036.

English as a Second Language (ESL) teachers may also find positions through the Center for Applied Linguistics (CAL), 3520 Prospect Street, N.W., Washington, DC 20007. CAL and TESOL (Teachers of English to Speakers of Other Languages) have recently established a computerized ESOL Placement Service which includes jobs in China.

If Americans who wish to teach in China have personal friends at specific Chinese institutions, they can also write directly to those institutions requesting information about teaching opportunities.

II. Preparing for the Trip

Since living in China is a challenging and unique experience for most Americans, it is prudent to prepare as thoroughly as possible for what must be regarded as a great adventure. No single source can fully prepare you for such an adventure; the pages that follow will help by answering common questions and providing tips from people who studied or taught in China during 1979-80. Their observations and suggestions, like this handbook, emphasize the mundane and difficult aspects of life in China, but that is only because no special advice is needed to help you enjoy the exhiliration of life in another culture, the rewards of friendship and travel or the excitement of personal and professional achievement. Life in China can be frustrating at times, but it can also be great fun. It is hoped that the experiences and insights of others will help you avoid mistakes, minimize difficulties and take maximum advantage of the still rare opportunity to live and work in China as a foreign student, researcher or teacher. The overwhelming consensus of the first group of Americans to reside in China after a hiatus of 30 years is that the unique personal and professional rewards of their experience far outweigh the difficulties involved.

A. ARRANGING TO LEAVE THE UNITED STATES

Sponsoring organizations in the United States or China generally provide detailed information on travel arrangements, visas, shipping allowances, methods of payment while in China and on applicable regulations or procedures. Since regulations change and procedures vary from case to case, request and follow specific instructions from your sponsor. The pages that follow outline requirements and procedures in effect as of 1981.

1. Passports and Visas

Passports and visas are required for travel to China. American citizens who do not have valid passports should apply for one through their local passport office, which in smaller cities is located in the post office.

Visa applications can be obtained from the Chinese Embassy at 2300 Connecticut Avenue, N.W., Washington, DC 20008 (phone: 202/328-2571), or from the Chinese Consulates at the following addresses:

Consulate General of the People's Republic of China
1450 Laguna Street
San Francisco, CA 94115
Phone: 415/563-4857 (for visa information)
415/563-4885 (for general information)

Consulate General of the People's Republic of China
3417 Montrose Boulevard
Houston, TX 77606
Phone: 713/877-8100 (Ext. 4311 for visa information)

(Additional Chinese Consulates are scheduled to be opened in New York, Chicago and Honolulu in the next few years.)

Visa applications must be filled out in duplicate and mailed with $7 and two passport photos to the Chinese Embassy in Washington, DC, or to one of the consular offices at least two months before departure. (When obtaining passport photos, it is a good idea to purchase an extra dozen in 1" by 1" size and to obtain the negative to take with you to China.) The process can be expedited somewhat by enclosing a self-addressed stamped envelope or a check covering postage for express mail with the application and by sending as much information as is available about the visit, including photocopies of letters of invitation, contracts and other pertinent documents.

Visa authorization for individuals intending to pursue scholarly work in China is contingent upon approval from the Chinese Ministry of Education, the Chinese Academy of Sciences or the Chinese Academy of Social Sciences which review individual study plans submitted by sponsoring agencies in the United States. Teachers' visas are approved by the Foreign Experts Bureau. Visas are granted for a specific port of entry into China; for example, a visa issued for entry through Beijing does not allow entrance through Shanghai or Guangzhou (Canton).

For those who plan to travel via Japan, a Japanese transit visa is not necessary if the stay in Japan will not exceed 24 hours and will be confined to the immediate airport area. Transit visas for 72 hours or less can be obtained at Narita airport, but usually only after a long wait. It is strongly recommended that a Japanese tourist visa (valid for four years and multiple entries) be obtained before departing from the United States. Many foreign residents in China travel to Japan on short notice for emergency medical or dental treatment or for recreation and shopping. For the address of the nearest Japanese Consulate, write or call: Embassy of Japan, 2514 Massachusetts Avenue, N.W., Washington, DC 20005 (phone: 202/234-2266).

2. Immunizations

China does not require proof of immunization except in the case of someone entering from an area known to have yellow fever or cholera, but certain immunizations are generally recommended or should be considered in consultation with a physician. Tetanus remains an important health problem in China and travelers may want to receive a booster prior to departure if they have not had one within the past 10 years. Most people who have had two boosters are adequately protected, but an additional booster dose may be recommended if an injury is incurred that is extensive or deep.

Opinions differ as to the advisability of receiving typhoid shots because of the variability in effectiveness and the frequency of reaction to the vaccine. Typhoid fever still occurs in parts of China, and the U.S. Public Health Service recom-

mends vaccination for travelers to smaller cities and villages off the usual tourist itinerary with the warning that those who are vaccinated should *not* consider themselves immune to typhoid fever.

Viral hepatitis, type A, is widespread but travelers may be at no greater risk in China than in the United States if they are traveling for less than three months and stay on ordinary tourist routes. Immunoglobulin (formerly called immune serum globulin or gamma globulin) offers effective protection for three to six months. For those who do take it, the Public Health Service recommends repetition of the dose every four to six months. If hepatitis is contracted as protection is wearing off, early symptoms may be distorted and diagnosis more difficult. It appears, unfortunately, that immunoglobulin is not routinely available in China at this time. Therefore, some people bring in small amounts of immunoglobulin when they enter China for the first time (or from a visit to Hong Kong or elsewhere). Storage and administration of proper doses are arranged through appropriate medical personnel.

Children should receive all routine immunizations, particularly poliomyelitis, measles, whooping cough, diphtheria and tetanus before leaving the United States.

Malaria transmission still occurs in some rural areas of China. Travelers to such areas should take regular chloroquine or similar prophylaxis. Local authorities are best able to advise whether this is necessary.

3. Medical Insurance

Travelers are strongly advised to retain existing insurance policies and to discuss with their insurance companies how much coverage they will have while abroad and how to apply for reimbursement for services rendered in China. Most Chinese health administrators will not be familiar with long, complicated insurance forms, and direct billing of insurance companies is unlikely. It is therefore a matter of some importance to clarify procedures to be followed before you leave the United States.

Those who cannot maintain coverage through their home institutions should consider three insurance programs for which the National Association for Foreign Student Affairs acts as policy holder and which are available to any American engaged in educational work abroad. Full-time students under the age of 40 who will be overseas for a minimum of three months and a maximum of three years can write for information and applications to:

William H. Mercer, Inc.
1211 Avenue of the Americas
New York, NY 10036
ATT: Accident and Sickness Department
212/997-8116.

Anyone under the age of 65 who will be involved in educational, consulting or industrial activities for a period of 3 to 36 months (and accompanying dependents) is eligible for coverage from:

International Underwriters, Inc.
7653 Leesburg Pike
Falls Church, VA 22043
703/790-5655

A third policy is designed for those under 60 years of age (and their dependents) who will be overseas for a period of one month to three years. Further information can be obtained from:

Hinchcliff International, Inc.
102 The Commons
Ithaca, NY 14850
607/272-5057

4. Money and Banking Arrangements

Americans who will be paid by U.S. sources while in China can receive money in two ways:

1. Money can be deposited into a designated account in the United States, preferably one with corresponding relations with the Bank of China (see Appendix G), and funds transferred into a Chinese bank account as needed, or
2. The stipend can be wired directly to a Chinese bank account.

Some foreigners who have stayed in China less than three months, have found carrying a supply of traveler's checks to cover expenses more convenient than opening an account with the Bank of China. Credit cards are not yet generally honored in China, but American Express and Diner's Club cards can be used to buy Foreign Exchange Certificates at the Bank of China, Friendship Stores and some hotel currency exchange desks. In Shanghai and Guangzhou, the American Express card sometimes can be used as a check guarantee card for cashing personal checks at hotel currency exchange desks, banks and stores serving foreigners. Few cities are likely to have such an arrangement in the near future, however.

As of May 1981, the official rate of exchange was U.S. $1 = Y1.67. For more detailed information on Chinese currency and banking, see pages 58-59.

5. Customs Regulations

On the flight into China or at the port of entry, travelers are given a form on which to list certain items they are taking into the country — cameras, tape recorders, jewelry, typewriters and currency, for example. Travelers should be certain to save this form since it must be presented to customs officials each time one leaves China, whether for a short trip or for the last time. Appendix H lists items that may be taxed upon entry into China if they are not for personal use.

A useful booklet, *Customs Hints for Returning U.S. Citizens: Know Before You Go,* available free of charge from the U.S. Customs Service, 1301 Constitution Avenue, N.W., Washington, DC 20229, provides detailed information about U.S. customs regulations. Generally, travelers from China may bring purchases worth $300 per person into the United States without duty; an additional $600 of goods will be taxed at the rate of 10 per cent. The regular duty schedule of considerably higher rates applies to purchases exceeding the initial $900. Special rates apply for Americans who live abroad for more than one year. Before leaving the United

States, any items subject to U.S. duty (such as expensive Japanese cameras) should be registered with U.S. Customs. Save the registration receipts to show customs officials when you return to the United States so you will not be taxed for items which you owned prior to departure.

6. Income Taxes While Abroad

At the present time there is no tax treaty between the United States and China. The general IRS rule is that U.S. citizens and resident aliens are taxed on all worldwide income. Americans working in China who receive a salary from any source — U.S., Chinese or otherwise — may qualify for specific deductions if they meet certain conditions (note that fellowships and similar stipends are exempt from taxation). If they satisfy the criteria for either the Physical Presence Test, which means they are actually present in China for 510 days out of 18 consecutive months, or the Bonafide Resident of a Foreign Country Test, which identifies them as a qualified resident of China for the year January through December, they are eligible for the following deductions:

1. Cost of housing
2. Cost of one trip to the United States per year for each member of the family
3. $5,000 hardship allowance
4. Educational allowance for children through grade 12 attending a school with an American-type curriculum

Americans who are abroad for a shorter period of time may not claim the deductions listed above, but they can deduct employee business expenses such as transportation, meals and lodging if they are temporarily away from their U.S. tax home and work for their original employer upon their return to the United States.

Americans working overseas can receive a foreign tax credit from the United States if they are taxed by the foreign government. China adopted an individual income tax law in 1980 which took effect in 1981. This law and the 1981 tax tables can be found in Appendix L. As of 1981 all income in excess of Y800 per month is subject to tax by the Chinese government (fellowships and grants are exempt).

IRS publication #54, a guide for American citizens going abroad to work, can be obtained without charge from the Office of International Operations of the IRS, 1325 K Street, N.W., Suite 900, Washington, DC 20226 (phone: 202/566-5941). There are new laws pending before Congress to change the above regulations, and Americans going to China should seek information about the most current regulations from the Office of International Operations of the IRS before departing from the United States.

7. Baggage and Shipping Procedures

Current rules governing baggage are of two kinds. Many carriers permit two pieces of luggage, neither piece to exceed 62 inches (adding all three linear dimensions), and both pieces not to exceed 106 inches (adding all three dimensions).

Other airlines use the weight system with a limit of 44 pounds or 20 kilograms; this same limit applies on flights within China. Current prices for excess baggage and procedures for shipping goods ahead by air freight should be checked with a travel agent or the airlines. Pan Am and China's national airline, CAAC, now offer weekly flights from New York and San Francisco to Shanghai and Beijing and advertise fast package and cargo delivery to China. Call Pan Am, CAAC (212/371-9898) or a travel agent for more information.

Trunks shipped ahead by sea should be sent in care of the Foreign Affairs Office of your host institution, allowing approximately three months for delivery. Mailing of books and magazines by "direct sack" is the least expensive method; local post offices have details. See Appendix H for current regulations governing articles sent into China and note that used clothing to be shipped to the PRC is limited to a reasonable amount for personal use *only*.

8. Inviting Relatives to China

Chinese regulations permit foreigners living in China, *except* students, to invite relatives in the categories of spouse, parent or child for a stay of up to one month if suitable housing can be arranged. (As of September 1980, students are no longer permitted to invite relatives to China.) Foreigners must work with their host institutions to secure lodging for their guests, a problem for those living in cities on the tourist circuit and even more so during the busiest tourist season — spring to mid-November. Visas will not be issued unless the host institution can guarantee lodging. When arrangements are made, the host institution notifies the MOE or the FEB in Beijing which then sends the Chinese Embassy authorization to issue the visa.

Since securing necessary housing can be a very serious problem, this process is somewhat difficult and complicated — a situation that you and your relatives should recognize and discuss before you depart for China, keeping in mind that any plans for such travel must be kept flexible. Prospective guests can be advised that some time can be saved by calling the Chinese Embassy (202/328-2517) to inquire about authorization instead of waiting for the visa to arrive through the mail.

You and your host institution will be responsible for making arrangements for your guests' travel inside China.

9. Teachers: Hiring, International Travel and Finances

No matter how a teaching job in China is secured, it is usually the FEB that notifies the candidate of the appointment and handles final hiring arrangements. American teachers have had as long as nine months and as little as a few weeks to prepare for their assignments after being notified that they have been accepted for a specific position. Many have had only scanty concrete information about salaries and living arrangements before leaving the United States. After their arrival in China, some teachers have waited for several months before completing negotiations and signing a contract. (Note: This was the case for American teachers in China in 1979 and 1980. The new regulations to be issued by the FEB in 1981

should change the situation somewhat. Refer to Appendix C and Appendix D for available up-dated information.) In some cases, teachers' salaries were increased slightly or additional payments were made to compensate for extra services rendered, such as grading college entrance examinations or writing textbooks and articles for local publications.

For reference, the FEB's monthly salary schedule for foreigners who teach in China is given below.

Group I (750-1000 *yuan*/month)	Associate or full professors teaching in their field of specialization; wage grades differ by increments of Y50
Group II (520-800 *yuan*/month)	Lecturers and assistant professors; wage grades differ by increments of Y40-50
Group III (360-560 *yuan*/month)	High school teachers, etc.; wage grades differ by increments of Y40

The home country position of the foreign expert determines the basic category; precise salary grades depend on experience, specialty and task in China.

The official Chinese policy governing the conversion of salaries received by foreigners in China, as stated by the FEB is:

> A portion of the salary may be converted into foreign currency. The convertible portion shall not exceed 30 percent if the teacher's family (spouse, children under the age of 12) or any part of it is in China. Otherwise, the convertible portion shall not exceed 50 percent. The conversion of the foreign currency may be made monthly or in a lump sum upon termination of the contract.

Other financial arrangements vary according to the length of the teacher's stay and, in some cases, the policies of the host institution. Teachers who work in China for 11 months or longer are reimbursed, or given an airline ticket, for international travel costs by the most direct route to their Chinese destination for themselves, their spouse and their children under the age of 12. Some excess baggage costs usually are paid, but the amounts covered vary and teachers are advised to discuss the details of their travel costs with their host institutions or the FEB. Americans going to China for less than 11 months usually pay their own way or obtain support from a U.S. sponsor.

Housing costs are paid by the host institution but food expenses are not covered in all cases: some teachers pay for all their own meals; others find that their host institution subsidizes meals or pays for them in full. Medical care is either free (for teachers, spouses and children under 12 who are in China for two semesters or a year) or very inexpensive: a visit to a hospital or clinic costs Y2 or so. Medicines are generally free and hospitalization is covered, except for meals. Glasses and false teeth are not covered.

In the past, the FEB or the host institution has paid for at least one fairly extensive trip in China for foreigners under contract to teach for at least 11 months or two semesters. It is anticipated that similar trips will not be provided in 1982 or that if an agreement for such trips is arranged, the Chinese side will give foreign teachers an allowance of Y600 each. Many Chinese institutions do sponsor several shorter excursions to sites of local interest.

Most teachers have reported that although they knew few details beforehand about what their situation in China was to be and much had to be taken on faith, the arrangements generally were satisfactory. Salaries, paid once a month in Chinese currency, have been more than adequate to cover expenses in China, and housing and living conditions have been acceptable.

10. Suggested Reading

Americans who have adjusted to life and work in China without the benefit of a fairly comprehensive knowledge of modern Chinese history and thought recommend that individuals in a similar situation read as much background information as possible before beginning their work there. The references listed in Appendix F have been selected specifically for this audience. Also, you might find interesting the agreements on educational exchanges between the United States and China (included as Appendix E).

B. WHAT TO TAKE FOR DAILY LIFE

The following suggestions are meant to serve only as a rough guide to help you prepare for life and work in China. Choices will, of course, depend on personal preferences, where you will be living and how long you plan to stay in China.

Every Chinese city is dotted with neighborhood shopping areas complete with a hardware store stocked with porcelainware and baskets, a *Xinhua* (New China) bookstore, candy store, laundry, restaurant, barbershop, photography shop, bicycle repair shop and a general store that carries everything from cooking items, toiletries and clothing to bicycles and sewing machines. Imported specialty items are available only in the tourist hotels and Friendship Stores reserved for foreigners.

An increasing variety and abundance of consumer goods are available, but because it is difficult to predict what goods will be accessible at any given time (even in the larger cities), shopping for specific items can be time consuming. If you plan to arrive in China in the dead of winter, for example, you should pack enough warm clothing to be comfortable while you survey the local stores and locate additional winter items. An autumn arrival, on the other hand, probably will allow ample time to accumulate all that is needed to get through the winter comfortably. In any case, it is a good idea to plan to live out of a suitcase for the first hectic week or so after arriving in China.

The less you take along the better: storage space in hotels and dormitories is limited; excess baggage is expensive to take into China and even more expensive to take out and can become especially cumbersome if you move from place to place

during your stay. A small trunk or footlocker that can be locked will come in handy for storing and transporting goods.

1. Clothing

Dress is generally very casual, but you should take a few dressy items for the occasional special event. Most foreigners who have been in China for longer than a few months wear their own unique blend of Western and Chinese clothing. As one teacher points out, "Foreigners can wear almost anything that is not obviously risque but the stranger (or more Western) your clothes, the more people stare at you." It is possible to have clothing made, but unless a model is supplied that can be copied exactly, tailoring is something of a gamble. It is also fairly expensive (about Y18 for a silk shirt, Y45 for a sport coat), takes from two to three weeks and often requires several fittings. Silk is still a bargain but is going up in price (about Y15 a meter for good quality) and cotton is rationed in all but the Friendship Stores.

Students are issued 25 *chi* (1 *chi* = about 13 inches) worth of cotton ration coupons each term by their host institutions (a running suit requires coupons for 12 *chi* of cotton, for example), but not all researchers have been given coupons. Teachers report that they have been issued coupons for cotton by their host institutions but that not all Chinese stores required them. Items made of synthetic materials do not require coupons.

Take washable, easy-care clothing. Most laundry is done by hand in China; there are very few washing machines outside the diplomatic quarters. Laundry service is relatively expensive (Y1-2 per pair of trousers) and takes from two days in the hotels to one week in neighborhood and school laundries. Most foreign residents wash underwear and socks by hand and send out sheets, trousers and shirts. Drycleaning is available but the results are unpredictable. If you take Woolite, you can wash your own sweaters. Detergents and washboards are hard on clothes, so take sturdy items in good condition. Take good rubber gloves with you if harsh detergents irritate your hands. Sewing supplies for repairs can be found in any neighborhood general store and clothing repair shops are numerous, inexpensive and very efficient.

To help you decide what to take and what to buy in China, Appendix I lists certain items that are generally available (with approximate prices) and goods not easily found. Many Americans have remarked that down clothing is a good bargain and widely available. When shopping, remember that the size of an item is one factor in determining its price: a large-sized sweater costs more than a smaller size because it uses more material. Larger sizes are hard to find, especially in Chinese department stores. Because Chinese sizes do not correspond exactly to American sizes, you should try on clothing before buying it.

The variety of goods varies from city to city, even in the Friendship Stores. The foreigners' stores in Beijing serve a relatively large foreign community and are better stocked with daily use items than are stores in cities that cater primarily to the tourist trade.

To help with your planning, a suggested wardrobe that would be adequate for a year's stay in a region with wide seasonal variation is given below. If you will be meeting Chinese people in formal situations, conducting interviews, for example, you might want to add a few pieces that you would consider appropriate for professional life anywhere — a sport coat or suit for men, and a tailored suit or jacket and skirt for women. Teachers are advised to take informal and practical apparel and to avoid loud, trendy items.

- woolen sweaters
- warm trousers
- lightweight or cotton trousers
- long-sleeved wash and wear shirts
- turtleneck pullover shirts
- short-sleeved shirts
- warm socks
- long underwear
- cotton underwear
- warm bathrobe
- warm, sturdy slippers
- shower shoes
- sturdy walking shoes
- comfortable sandals for summer wear
- flannel pajamas
- lightweight pajamas
- cold weather parka
- rain parka or all-weather coat
- knitted cap
- bathing suit
- collapsible umbrella

Be prepared for extreme variations in climate. Summers are hot throughout China: even in the north, temperatures often exceed 90° F. Lightweight dresses, skirts and slacks are recommended for women, who should not wear shorts or revealing clothes. Men, on the other hand, are advised to bring shorts, which are acceptable.

During the winter, between season clothing is most comfortable in the far south. The temperature and humidity can be quite high all year, so take light jackets and sweaters. *Do not* consider Nanjing, Hangzhou or Shanghai as "southern" cities when preparing for the winter: "Hangzhou appeared to me to be on a line with Jacksonville, Florida — I'm freezing!" Residents of these cities warn the newcomer that winters are cold, the heat is turned on late in the season, and then only for a few hours a day. The Yellow River seems to be the dividing line for deciding when the heat should be turned on: residents of Jinan, Shandong, just south of the river's northward bend, first receive heat in late December, while many Beijing residents enjoy the same luxury on November 15.

The following median temperatures should give you some idea of what to expect, but note that indoor temperatures are often lower (and the cold more penetrating) than is suggested by average outdoor readings. Higher humidity in the south also intensifies the cold.

	Winter	Summer	Fall and Spring
Northeast (Harbin)	0° F	70° F	40° F
North China (Beijing)	23° F	78° F	55° F
Central China (Wuhan)	37° F	84° F	62° F
East China (Shanghai)	38° F	82° F	60° F
South China (Guangzhou)	57° F	83° F	73° F

It is difficult to generalize about western China because of the wide disparities in both local conditions and elevation. The climate of southwest China (e.g., Kunming) is generally more mild than that of other regions. In the eastern and southern mountain ranges, it is not unusual for the temperature to change quickly and dramatically.

Rainfall varies from 25 inches per year in North China (approximately 70 percent falls in the summer months) to nearly 80 inches in the Pearl River area near Hong Kong. Much of western China, isolated by high mountain barriers, is semi-arid or arid.

One reason to take warm clothing, even for a moderate climate, is that public buildings, libraries, offices and laboratories are virtually unheated. The Chinese practice of dressing in layers that can be added or subtracted as conditions change makes a great deal of sense. Long underwear, woolen sweaters, down vests, woolen or insulated socks, a good warm overcoat and sturdy shoes are essential, if cumbersome, for those who will spend long hours at work.

"Many times I wear as much indoors as outdoors," an American teacher in Lanzhou writes. "Last winter I wore seven layers up top with thermal longies and Chinese wool long underwear under my trousers, and my feet froze with two pairs of socks on. You feel like a balloon and can't bend. And all this where the temperature never went below 16° F; sometimes I sat in my "heated" office at temperatures between 45°-50° F and froze."

2. Medication and Toiletries

You should plan to take along any prescription drugs that you might need, especially if you will be living outside major cities. Taking care of your own health problems as much as possible will relieve the anxiety of your Chinese hosts and save you time and energy. People with a history of asthma, bronchitis or tonsillitis should be prepared for frequent flare-ups, especially in Beijing's dry and dusty atmosphere. Note that the Capital Hospital in Beijing has a particularly good allergy clinic but that you will need a referral in order to be treated. Almost every newcomer comes down with a cold within a few weeks after arriving in China and many foreigners are plagued with respiratory problems throughout their stay. One researcher in Nanjing estimates that foreigners there come down with one cold every six weeks, and that the same is true for many other areas. Take plenty of cold remedies, cough drops, throat lozenges and cough medicines.

Your "first aid kit" should also include vitamins, aspirin, Lomotil, Alka-seltzer, band-aids, deodorant, first aid spray, athlete's foot medicine, shaving cream, insect repellent and a thermometer. Women should take an adequate supply of sanitary napkins and tampons — they cannot be bought in China — and remedies for gynecological infections. Note that foreigners cannot obtain contraceptives easily in China and cannot have them sent in from abroad.

Eyeglasses can be made quite cheaply but some foreigners have criticized the Chinese method of grinding lenses. In Beijing there is an eyeglass shop on Wangfujing across from the *Baihuo dalou* department store. It is a good idea to take a copy of your prescription with you. Contact lenses and lens solution are not available. A

good pair of sunglasses will help protect your eyes from dust and debris; in some parts of China the dust and pollution can be very irritating to those who wear contact lenses.

Modern dental equipment is still scarce in most parts of China, so have a thorough dental examination before you leave the United States.

Chinese brands of shampoo, soap, moisture creams, cream rinse and other toiletries are quite effective, but selections are limited. Women might want to take their own brands of make-up; it is now acceptable for foreign women to wear subdued make-up and jewelry.

3. Food and Cooking Supplies

Food in residential hotels and dormitory cafeterias is nutritious, if monotonous, and long-term residents occasionally try their hand at cooking simple meals in their rooms. The Beijing Languages Institute (BLI), the Friendship Hotel in Beijing and a few Friendship Stores offer food counters stocked with cheese, ham, bread, butter, jams and baked goods. Some foreigners find Chinese drip coffee somewhat bitter and prefer the Brazilian instant coffee that is sold in some cities. Milk and cream are hard to store — there are no refrigerators in most hotels and dormitories — so you may want to take along powdered creamer. Instant soups and hot chocolate can be comforting in the winter months, especially for dormitory dwellers; if you want such items, take them with you.

You can buy an electric hot plate (Y10) for boiling water (tap water is not potable), cooking soups and so on; pots, pans and other cooking supplies are sold in neighborhood general stores. If you plan to set up housekeeping, you might want to take rubber gloves, sponges, a good paring knife and a good opener for cans and bottles.

4. Office Supplies

Take a good supply of typing paper and, for a long stay, a lightweight portable typewriter with a supply of extra ribbons, correction fluid and carbon paper. Erratic supplies of electricity and servicing problems may outweigh the advantages of an electric typewriter. In Beijing, typewriter repair shops sell standard ribbons and carbon paper, staplers and staples.

Filing folders, scotch tape, paper clips, a good pencil sharpener, colored pencils and a few book mailers for sending small items home are worth taking. Manila envelopes, file cards and boxes can be found in stationery stores in some cities. Most Friendship Stores stock plain white paper, but good quality bond or standard-sized typing paper is not available. Desk lamps can be purchased for under Y10, but they are unusually short. Travelers may want to take a folding high-intensity lamp.

5. Bicycles

If you are arriving via Hong Kong, you can purchase a better bicycle cheaper there than in China. Remember though, if you decide to leave the bicycle in

China, you or the new owner will have to pay the import duty. In China, new bicycles are relatively expensive — about Y170 — but can be resold (only at Friendship Stores or state bicycle shops) for as much as Y130 if still in good condition. Used bicycles are less expensive — Nanjing has a used bicycle shop that sells bikes for about Y130 — and you might inquire about used bicycle shops in the city in which you are located. If you want to buy a bike in a local Chinese shop, it will be necessary to have a letter of permission from your host institution because bicycles are rationed. Check the bike for loose parts before leaving the store. Bicycles must be registered; your host institution will inform you of the proper procedure.

It has been suggested that bicycle owners buy a few small but colorful decals such as an American flag, a commemorative sticker for a national park or a team insignia to stick on the bike for easy identification. It is also a good idea to buy a bike light and reflecting tape for the front and back fenders, and a package of lockwashers of various sizes to prevent bolts from working loose.

Every shopping area has a bicycle shop that can repair local brands, and tools for home repairs can be purchased at the local general store.

6. Electrical Appliances

Electric current in China is 220 volts, 50 cycles. Take a transformer with enough capacity to handle tape recorders and radios and/or appliances that need to be converted from 110 to 220 volts. If your recorder or other appliance can be operated using either batteries or an AC/DC converter, you can save on batteries by bringing a converter capable of converting 220 volts AC to 3/6/9/12 volts DC (or by using a 110 volt converter with a transformer). Remember, however, that transformers do not convert cycles, only volts; 60-cycle items which have moving parts, such as tape recorders, will run slower in China, even with a transformer. You can have such items converted from 60 to 50 cycles before leaving the United States or you might consider purchasing equipment that converts. (One alternative is to use battery-operated equipment, but Chinese batteries are of indifferent quality.) Electric blankets can be used, but they use large amounts of expensive electricity and you cannot count on having electricity, especially at night. The cotton quilts and woolen blankets supplied by hotels and dormitories are very warm.

Small electrical appliances usually are expensive in China: a nine-inch electric fan costs about Y50; larger models are priced well over Y200. Since many Americans consider it essential to have a fan during the summer months, you might consider bringing one in, perhaps from Hong Kong. Television sets are available at the Friendship Store: a 12-inch black-and-white set costs Y260; a 14-inch color set costs Y780. You might consider buying an iron in China for about Y25 (or in Hong Kong for about half the price). Appliances can be resold to the local Friendship Store and to certain other stores for about half the purchase price if accompanied by the original sales slip. Some Friendship Stores also buy used Western-made appliances.

Most hotel and dormitory rooms have only one electrical outlet and you cannot buy Western-style extension cords. Workers in the electrical supply section at the

Friendship Store or in neighborhood electrical shops can make extension cords, and gladly change plugs on appliances. Outlet sizes and shapes vary from institution to institution, something of an inconvenience for those who frequently move around. Note that the "universal" plugs sold in the United States usually do not fit Chinese outlets.

7. Cameras and Film

Film taken into the country is not taxed unless more than 72 rolls are brought in, and small amounts of film can be mailed in. Kodak color film is now sold in hotels throughout the country, but it is not always available. At present, you can usually find Kodacolor print film and Kodachrome slide film for about Y8-12 per roll. Black-and-white film can be processed in China and Kodachrome and Ektachrome film can now be developed in Beijing. Prepaid Kodachrome *cannot* be developed in China; it can, however, be sent to Hong Kong for processing in Australia or Japan.

Some post offices (BLI and the Friendship Hotel in Beijing, for example) provide mailers for sending out film, and there have been few reported problems with this method. Take along batteries and replacement parts for your camera. A skylight filter to protect the lens from dust and scratches is recommended.

On first arrival, you can take in (in principle) any number of still cameras and one 8mm movie camera duty-free. Chinese regulations prohibit the use of 16mm cameras without a special permit. If you plan a trip to Hong Kong to purchase additional photographic equipment for use in China, it is advisable to check beforehand with your host institution about customs regulations.

The American Embassy issues the following advice about taking pictures: one should refrain from taking pictures of airports, bridges, harbors, military facilities, soldiers, policemen and wall posters. Ask permission before taking a direct picture of an individual; taking such pictures without asking permission is discourteous and has led to some "embarrassing incidents."

8. Radios and Tape Recorders

A small transistor AM/FM short-wave radio is useful both for language study and for getting news from the outside world. Beijing Radio offers a special Chinese-English program (for schedules and texts, write to Radio Beijing in Beijing). Voice of America (VOA) schedules, which change four times a year, can be obtained from the U.S. Embassy. Be sure to buy a radio with FM frequencies and short-wave bands that go up at least to 23 KHz in order to tune in VOA and the U.S. Armed Forces Radio. Small transistor radios are available in China for about Y40 and up, and are adequate for local stations but are not powerful enough to bring in broadcasts from outside China. Most foreign-made radios and tape decks can be repaired in Beijing and Shanghai.

Cassette recorders can be purchased in China, but they are very expensive (Y200-500). Cassette tapes are sold in Beijing for approximately Y5, but they are reported to be of relatively low quality. A small tape recorder can be a great boon to

anyone studying language in China since most institutions do not have good language laboratory facilities. The enjoyment provided by a tape recorder is very important to most foreigners who take a great deal of taped music to China and wish they had more.

9. I.D. Photos

I.D. photos must be provided when registering with the public security bureau (arranged by your host institution) and to obtain library cards, swimming passes, bus passes and a diploma if one is earned. You can take passport-sized photos along or wait to have them taken, very inexpensively, in one of the many photography shops in China.

10. Magazine Subscriptions and Light Reading Materials

Time, *Newsweek*, *Reader's Digest* and a growing selection of Western-language periodicals and newspapers, such as the *International Herald-Tribune*, are now available in hotels in the larger cities, and are generally on sale within one week of publication. Americans living in close proximity might want to share copies of newspapers and magazines mailed in from the United States or Hong Kong. Subscriptions to Chinese periodicals can be ordered through local post offices, which also carry current issues of some major periodicals. Larger selections of current periodicals are available in book stores and in main post offices.

Those who read Chinese can take advantage of the current publishing boom in China — contemporary fiction and reprints of old favorites are available in any bookstore, as are numerous technical books (in Chinese). Some of the more famous works are published in translation and sold in the foreigner's hotels and the Western-language sections of some *Xinhua* (New China) bookstores. The American Embassy in Beijing keeps a selection of used paperbacks in its library to lend out, and recent travelers report that a limited selection of paperbacks is available in the Beijing Hotel. If you like to read for relaxation, you should take along a few books and plan to exchange them with other foreigners who may be eager for new reading matter.

11. Games

Board games can be an excellent vehicle for informal contact with Chinese colleagues as well as for relaxation; take your favorite games with you. Word games such as Scrabble and Password are also enjoyed by the Chinese and provide novel ways of teaching English. If your children will be accompanying you, it is a good idea to pack their favorite toys and a few special items for American holiday celebrations, such as cardboard posters for decorating rooms and doors.

12. Gifts

Gifts to Chinese colleagues, friends and students must be chosen and given with care; a lavish present may embarrass or create difficulties for the recipient. It is appropriate to give small gifts when leaving your host institution, whether for

home or to transfer to another institution, especially if your stay has been lengthy. Try to choose gifts that will not require a reciprocal gift of equal value. One researcher gave a Chinese colleague who had been especially helpful an expensive shirt purchased in a local Friendship Store and was in turn presented with a silk blouse that her friend could ill afford.

A fine banquet in a good restaurant is one very appropriate way to repay Chinese hospitality and kindness. Tapes of Western music, books in English, especially books that portray American life or illustrated art books, are all good presents, as are scholarly works in English that would be of use to Chinese colleagues. Other suggestions from returned scholars and teachers include: a good English language dictionary, well-made ballpoint pens and refills, colorful American calendars and postcards, copies of photographs you have taken of your Chinese friends, photographs of yourself and your family, sunglasses, printed t-shirts, key rings and even cooking aids like good openers for cans and bottles and potato peelers.

C. WHAT TO TAKE FOR PROFESSIONAL LIFE

1. Research Materials

a. Books

A wealth of scholarly books is now published in China, but new publications are often sold out within days after appearing in the bookstores; if you see a book you want, buy it, do not plan to come back in a day or so. Even dictionaries published in China are hard to obtain, but may be purchased in the Sanlian Bookstore in Hong Kong. Books long out of print and back issues of journals sometimes can be found in stores selling used books. Experienced bibliophiles have discovered that the best bookstores for used books are located in small towns and out of the way places in the larger cities. Most returned students and researchers advise that you take along all printed materials essential for your research needs, including reference works. A good paperback English dictionary and thesaurus will be useful to anyone who plans to write while in China and can make a nice personal gift for a Chinese friend when you leave.

Researchers, students and teachers are often asked to speak, either formally or informally, about the latest developments in their fields of specialization. Bone up on methodology and be prepared to talk about general trends in your field. There is a great deal of curiosity about American life in general; be prepared to discuss a variety of subjects ranging from current uses of American slang to the intricate workings of the U.S. Congress. An American almanac that has current facts and figures about the United States was, in the opinion of one returned teacher, "worth its weight in gold — we used ours every day!" Also, the Press and Cultural Section of the American Embassy has materials about U.S. life and customs.

A good standard survey of Chinese history can be useful for your own reference. It is also recommended that you take a good guide book such as *The China Guidebook* by de Keijzer and Kaplan, 1979 or *Fodor's People's Republic of China*, 1979. *Nagel's Encyclopedia Guide to China*, 1979 edition, provides good detailed information on many historic sites and a brief survey of most aspects of Chinese history and culture. Many consider it well worth the $65 price.

b. Equipment

Because duplicating facilities are limited, you might consider taking along a portable copier with a 1000-watt transformer if gathering materials is essential to your research. A tape recorder can also be a useful aid for some types of research. Returned scientists warn that you should not expect to find calculators or adequate computer facilities even in research institutes. Some institutions have imported computers and sell computing time for Y500-800 per hour. Fortran is the most common language. There are no interactive systems or CRT terminals. Standard IBM cards are widely used and are punched by local assistants, but the process can be very slow. Bring print-outs or punched card software if needed for your work.

A returned scientist advises his colleagues preparing to work in China to write ahead to their prospective host institution as soon as an assignment has been made with a detailed list of the equipment needed for the proposed project, asking to be notified if such items are not available. He points out that it is important to specify quantities needed. Most Chinese scientists do not use disposable equipment and may not have adequate supplies of basic items, like laboratory glassware, on hand. A geologist who needed maps for his project adds that maps with a scale greater than 1:1,000,000 are generally unavailable to foreigners and recommends that anyone who plans to use maps in China should find out what kinds of maps are available. The experience of one scientist, who needed a particular chemical to perform a critical experiment and had problems having it sent from his university lab in America to his institute in China, suggests that you should make prior arrangements with your home institution for sending materials to China as needed. If equipment is sent ahead, it should be sent in care of the Foreign Affairs Office of your host institution. Note that Pan Am and CAAC offer non-stop package service from New York and San Francisco.

c. Other Scholarly Matters

Be prepared to submit a detailed research proposal, *in Chinese*, to your colleagues or advisers soon after arrival. Researchers and returned graduate students suggest that you take your own publications, bibliographies and major papers to show to Chinese colleagues. Those who will be applying for grants or jobs from China, or students who must defer loans, should make as many arrangements as possible before leaving the United States; it is difficult to meet deadlines when mail is slow and erratic.

Teaching aids, lecture notes, slides and so on can come in handy according to one scientist; some institutions have at least one slide projector and a few

research institutes and universities can supply overhead projectors (bring transparencies and marking pens). Another researcher suggests that a specialized English-Chinese dictionary can be a great help in discussions with Chinese colleagues who may not be up to date on technical terms.

2. Teaching Aids

The teachers surveyed for this handbook had taught a variety of subjects in China, and they all strongly urged prospective teachers to take as many books and materials as possible. There is a serious shortage of English-language textbooks in China and duplicating facilities are limited to mimeograph machines in most institutions. Photocopiers are scarce — a major university may have but one copier to serve an entire campus and smaller institutions none at all. Teachers planning to use unbound materials in their classes should take multiple copies.

Teachers cannot count on having audio-visual equipment to use in the classroom. Some institutions do have overhead projectors or slide projectors and most have reel-to-reel tape recorders. Cassette recorders are not available in many units and good quality blank tapes cannot be purchased. If you have time, check with your host institution about its facilities in some detail before leaving the United States; one teacher pointed out that although his institute had an overhead projector, it did not have the pens and transparencies necessary to make good use of it. Another teacher recommends that you take a slide projector if visual aids are important in your teaching and most teachers agree that a cassette recorder and a supply of tapes are very useful.

Teachers have worked out several solutions for providing their students with course materials. Some have obtained grants from U.S. sources to buy and ship ahead quantities of texts (remember to allow from two to six months for delivery); others have made use of texts available in China and supplemented them with American materials. Some have typed course assignments on ditto masters and made direct transfer stencils of material which were then duplicated at the host institution.

Teachers are often asked to give talks about American culture and many recommend taking slides and photographs showing various aspects of life in the United States; for example, shots of supermarkets, airports, family life, holiday celebrations, city street scenes, farms, parks, schools and the like can be a great help to Chinese students who have little knowledge of the world outside. They also recommend trying to balance "the good and the bad" when discussing life in the United States.

Information about higher education in the United States is very welcome and your hosts and students will appreciate any catalogs, course syllabi or descriptive material that you are able to give them. The U.S. government has recently placed collections of U.S. educational reference materials at 22 sites in China; for the locations of these collections and the list of materials contained therein, see Appendix J. In addition, U.S. colleges and universities have been requested to send their catalogs to these sites.

Teachers' recommendations for books to take to China include: as many basic reference books as possible, several good dictionaries and encyclopedias, your favorite books at various levels for teaching writing, reading, conversation and listening comprehension, anthologies of American and British literature, *Bartlett's Quotations*, references on American culture, a copy of the American Constitution, novels, a good atlas, standard grammar books, maps of the United States and the world in English and a world almanac. In sum, as one teacher put it, "I can't think of anything *not* to take, except maybe pornographic literature. That is frowned upon, but the Chinese are remarkably open about what you bring for your own reading or for sharing with Chinese friends."

III. Settling In

Life in China is a fascinating blend of common patterns with unique variations. Although the experiences of those who have lived and worked in China since 1979 evince great similarity, no two are completely alike. Personality, context, timing and myriad other factors are as important in China as in any other country, so it would be unreasonable to assume that your experiences will be "just like" those described below. Nevertheless, common patterns have emerged and it is likely that your own experience will resemble those summarized here. In this context, it is important to remember that while each veteran of life in China has novel anecdotes and insights, shared feelings and experiences have led to a special camaraderie within that still small community of students, researchers and teachers fortunate enough to have spent extended periods in the PRC. What follows is neither a prediction nor a prescription; it is simply a composite of observations that previous residents feel will be of help to others about to become "China veterans."

A. ARRIVING IN CHINA

Travel arrangements through Japan or Hong Kong or directly to Beijing or Shanghai on one of the international airlines offering such service can be made through most travel agencies in the United States. Those who plan to enter through Hong Kong will find in Appendix M the addresses of the offices of the China Travel Service (CTS) and the Hong Kong branch of *Luxingshe* from which you can obtain current schedules and book reservations on either the regular train, the express train, hovercraft ferry or plane from Hong Kong to Guangzhou. Direct flights are now available from Hong Kong to Beijing and Shanghai.

It is the responsibility of the Chinese host institution to meet new arrivals and escort them to their units and help with the details of settling in. (Scholars sponsored by the National Program of the CSCPRC will be met by the U.S. Embassy's Academic Adviser.) The host institution (or in the case of scholars under the CSCPRC program, the U.S. Embassy Academic Adviser) should be informed as far in advance as possible of your exact arrival time and how many people are in your party so that appropriate arrangements can be made. You can telephone or cable from Hong Kong when this information is known if your final plans are made there. Otherwise you should write or cable your host institution before departing from the United States. Some teachers have not known the identity of their host institution until they arrived in China. If you find yourself in that situation, notify the FEB and it will make proper arrangements.

B. THE TENOR OF LIFE IN CHINA

Every student, researcher and teacher is assigned to a host institution, or unit (*danwei*). The work unit is the most important frame of reference for any working member of Chinese society. Whether it be a commune, factory, research institute or university, the unit is a microcosm of Chinese society with its own political hierarchy, networks of personal and work relationships, services and living quarters. The unit issues the identification card that allows its bearers to pass through the gates of other units and acts as a go-between when individuals must communicate with other organizations. It is from the unit that Chinese citizens obtain the ration coupons required to purchase the necessities of life as well as permission to marry, to secure housing and to travel.

You will become part of this highly structured society and must work through its procedures to achieve your goals. Although there is a certain degree of comfort and simplicity inherent in such a system, those accustomed to doing things on their own may be frustrated by the fact that all arrangements for daily and professional activities must be channeled through the officials (cadres) designated by the unit to oversee the affairs of foreigners, or through departmental colleagues who will relay requests to the proper authorities. As a teacher working in a university remarks, "It is difficult to adjust to being treated like a fragile human being without much say in decisions that affect you, such as being summoned to be somewhere in a very short time without any concern for your own plans."

A measure of frustration is inevitable, especially in the early part of your stay, but maintaining good relations with your unit is essential to the success of your endeavor. It will take time and effort to figure out how your unit is organized, what the lines of authority are and how to go about presenting requests, but it is far better to understand and work within the system than to fight it.

Every unit is a mini-society, with its own traditions, folklore and style of working with foreigners, so that, although the superficial aspects of life may be similar for dormitory residents on different campuses or for hotel dwellers in different cities, the flavor of daily life may vary significantly among units. Foreigners who have lived in more than one unit during their stays are especially sensitive to the idiosyncrasies that distinguish one unit from another. The size of the city in which you live and how accessible it is to foreigners also make a difference. Americans who live in Beijing, or any other city accustomed to foreigners, can wander about these cities almost at will, impeded only by institutional gatekeepers or the roadside barriers that mark the perimeter of the zone beyond which foreigners cannot travel without special permission. At the other extreme is the scientist affiliated with an institution in a remote city not open to foreigners who reported that he and his wife were unable to venture outside the gates of their hotel without a car, a driver and a guide. Generalizations about daily life must be made with caution; nonetheless, recurring themes do emerge from written reports and conversations with foreigners who have lived in China for any length of time.

One frequently made observation is that there is little separation of personal and professional life. This is especially true for those who live on the campus of their work unit; but researchers living in hotels have not been immune from frequent

visits from concerned colleagues, especially in the first few weeks when there is genuine concern that newcomers become *xiguan* (acclimated) as soon as possible. This attention may only prolong the adjustment process. As one American comments: "some things are difficult to get used to — the absolute lack of privacy . . . there are people hovering around me from 6:30 a.m. until I retire. They are all well-intentioned, trying to make me comfortable and trying to help. But it's difficult to adjust and in many ways sets up a barrier between me and the society I'm studying. I am gradually finding ways to get around this, but the key here is patience."

Indeed the word "patience" comes up again and again as Americans offer advice for getting along in China: "Patience is the most valuable trait to take to China. The Chinese don't operate from the same premises as Americans do in terms of the appropriate way to get things done and a good measure of understanding is required to avoid considerable frustration." And from another: "Be sensitive to Chinese personality traits — they are much more patient than we, and a quick temper will get you nowhere. Never take yourself, or the Chinese, too seriously; they are extremely modest, a trait we Americans could learn to practice more assiduously."

Most foreigners learn very quickly that there is a severe shortage of space in any unit and that few teachers or cadres have the luxury of a private office, or even a quiet place to work. Some Americans admitted to "feeling a bit of shame at being so well-housed when Chinese colleagues and students were living in small and crowded quarters" and "experiencing guilt when realizing that my office had once accommodated six or eight of my co-workers who now had to do without because of the need to supply me, the foreign guest, with adequate office space."

Chinese teachers and *liuban* (foreign student affairs office) personnel often live on campus, sometimes in the foreign students' dormitory. Affairs that Americans normally consider professional matters — language tutorials, academic discussions, financial negotiations — are often conducted in dormitory rooms.

There is, in the words of one American scholar, a "different concept of privacy in China, people walking into one's room freely, inspecting personal items, reading mail, asking questions. An adjustment is needed." You should be prepared to answer all sorts of questions about money earned and spent, where you are going or have been and for how long, whether you feel the ubiquitous *ganmao* (cold, flu, cough, runny nose, in any combination) coming on. Such questions stem from genuine concern and a sense of responsibility as well as from simple curiosity. But people living in such close quarters have developed subtle barriers to intimacy that are rarely crossed, as most foreigners perceive in time. As has been observed, "It often took a genuine effort to establish a dialogue that moved beyond the superficial aspects of daily life, especially with my older Chinese colleagues."

Foreigners living in China encounter a different concept of responsibility. Chinese cadres and teachers are often dismayed by the indifference foreigners seem to feel toward the well-being of their fellow countrymen. People of the same nationality are expected to look out for each other, and cadres often pass along important information simply by contacting one member of each national group on the assumption that the message will be relayed automatically.

For better or worse, some time may be spent adjusting to a multinational community, especially in the early weeks of your stay. The foreign community may include only a few students and experts in the smaller cities, but in larger cities such as Shanghai and Beijing it is quite large and diverse. American students, researchers and teachers in Beijing and Shanghai generally have had little contact with the diplomatic community beyond a few official receptions and holiday celebrations. Not only different purposes but sheer distance separate Americans living and working on suburban campuses from diplomats ensconced in downtown compounds. Some diplomats and reporters, cut off from Chinese life as they are, look to foreigners who live closer to the people for insights into "what is really going on out there." On the other hand, students and teachers often regard diplomats and newspaper people as good sources of information about the "outside world." Information is hard to come by in China, and whether it concerns events in the "outside world," the opening of a new site to foreigners in China or changes in banking policies in Beijing, news is passed along from person to person, inevitably taking on a variety of hues in the retelling.

As one researcher put it, "boredom and illness" are problems that commonly plague the long-term foreign resident. Yet in the experience of many foreigners the monotony of daily life is apt to be punctuated by unexpected and exciting professional breakthroughs: the sudden announcement that a famous Chinese scholar who has been unavailable for months is suddenly free for a meeting — that afternoon; or that a long hoped for trip to the field has been scheduled for the following morning.

Foreign residents are expected to abide by China's customs as well as its formal laws. This requires sensitivity, for, as one American expressed it, "There is less room for personal wishes in Chinese society than in America and considerable control over aspects of life we take for granted as being free from control; foreigners must have a sense of humor and patience and realize they won't always know what is going on."

C. HOUSING

Foreigners working within the Chinese educational system are placed in one of three categories: students, scholars sponsored and paid by an overseas organization and foreign experts invited and supported by the Chinese government. Each group is subject to somewhat different living and financial arrangements. Students, almost without exception, are assigned to a campus dormitory reserved for foreigners and a small number of Chinese students. Some schools permit foreigners and Chinese students to share rooms; others assign them to different rooms in the same dorm. Research scholars are considered foreign guests and usually are housed in hotels or guest houses at tourist rates, which the scholar must pay out of personal funds. Teachers are classed as foreign experts, and their lodging, whether in a local hotel, guest house or on-campus apartment, is paid by their host unit. There is some flexibility in this scheme, however; some institutions allow research-

ers to live on campus in apartments normally reserved for their own faculty or for foreign experts, if space permits. In such cases the rates are higher than those charged experts but considerably lower than the cost of a hotel room. A few unmarried researchers and teachers have been permitted to live in student dormitories, but lengthy discussions were necessary to achieve this goal.

1. Hotels

Hotel accommodations vary but are generally comfortable. Typical suites contain one or two rooms, a private bath, a small closet, a bureau and a desk. Good warm bedding and a thermos for drinking water are provided. Some hotels are air-conditioned in the summer and heated in the winter, depending on the location. The laundry service available takes two days and is relatively expensive.

Kitchen facilities are not provided in most hotels but there is always a dining room on the hotel grounds that serves Western-style and Chinese food. Hotel fare is expensive and repetitive, but larger cities offer a variety of other restaurants. Those who will live in the Friendship Hotel in Beijing should note that a good, inexpensive restaurant, the "Outside Restaurant," is located just outside the hotel gates. Some Friendship Stores and hotels have food counters stocked with cheese, bread, ham, fruit and imported goods, so it is quite possible to buy the makings for good and nutritious sandwiches or simple meals cooked on a hot plate.

Some researchers and teachers have lunch at their work unit for a few *mao* per meal, eating only breakfast and dinner at the more expensive hotel restaurant. Others are urged by their colleagues to return to the hotel for lunch and *xiuxi*, the two-hour midday siesta enjoyed by almost every Chinese worker.

Perhaps the most common complaint about the tourist hotel is that despite its material comforts, life revolves too much around a community of foreigners, many of whom have become cynical and disillusioned, while offering few opportunities for casual everyday contact with Chinese people, who cannot enter the grounds without a pass or elaborate arrangements.

2. Campus Living

a. Apartments

Apartments usually consist of two or three furnished rooms, with a private bathroom, kitchen, central heating (depending on the location), cold running water, a few hour's supply of hot water each day and a large sink and washboard for laundry. Apartment dwellers can cook their own meals, eat at the foreigner's canteen or, in some units, at the regular Chinese dining hall. Some teachers and researchers consider shopping in the local markets time-consuming — the best produce is often sold out by 6 a.m. for example. The unit will supply ration coupons for foreigners who want to use the local markets or will allow them to buy provisions from the canteen.

Teachers and researchers who live on campus consider the opportunity to mingle naturally with Chinese colleagues and students to be well worth the sacrifice of creature comforts. But the details of daily life can consume a great

deal of time. An American who spent time in a Beijing hotel before moving to an on-campus apartment in the south observed, "We are resigned to spending a larger proportion of our time per day just arranging the conditions of life than we spent in either the United States or Beijing. For example, the tap water on campus cannot be drunk even if it is boiled. We have to go about 100 yards to get to a tap where the water is potable if boiled. Thus we have seven thermos bottles in the house and five kinds of water: hot drinkable, hot undrinkable (for washing), cold drinkable (toted, boiled and cooled) and two kinds of cold undrinkable. We also have flashlights, candles and a kerosene lamp because electricity fails frequently."

Whatever the advantages or disadvantages of living on campus in an apartment, space is limited and the increasing number of foreign experts will only intensify the demand.

b. Dormitories

Whether located on the campus of a university, a research institute or a medical college, dormitories are remarkably uniform in their outward appearance and furnishings. Almost all dormitory buildings are gray, three-storied, cement edifices with communal shower rooms, spartan laundry rooms equipped with washboards and clotheslines, communal bathrooms with Asian-style ("squatter") toilets, a television lounge and a reading room. Boiled water for drinking usually must be carried from a boiler room located outside the building. Hot tap water for showers and laundry is turned on for a few hours a day, usually around dinner-time. Not all dormitories are heated and even those which are have heat for only a few hours a day, morning and evening. When the heat is on, rooms are quite comfortable, but hallways and common rooms are dark and cold in the winter-time. Electricity is erratic, especially in the evening.

Room sizes vary. Some, at Beijing University for example, are very small; others (e.g., at Nanjing and Nankai Universities) are quite large. No matter what the size, all rooms are furnished with a bed and desk for each occupant and at least one bookcase and wardrobe. Rooms are spartan: whitewashed cement walls, drab gray cement floors and a stark fluorescent tube overhead. Students have found that their rooms can be arranged and decorated with imagination and effort and that the host unit will make certain they are equipped with all the necessities for dormitory living. Every newcomer is routinely issued a thermos for storing potable water, mosquito netting, padded cotton quilt, woolen blanket, two sheets and a wash basin. This basic "survival kit" must be taken along when you move to another unit in China and surrendered when leaving the country.

Meals can be obtained at the foreign student's dining hall for a few *yuan* per day (tickets are purchased from the *liuban*). An effort is made to provide foreigners with a balanced diet, and both Western-style and Chinese food are offered. Most residents consider the food to be nutritious enough but monotonous and sometimes cold and greasy. If they so choose, foreign students and researchers can eat in the Chinese student canteen for even less money. These

dining halls are crowded and lively but do not have tables and chairs; students bring ther own bowls and utensils. Chinese and foreign students alike devise ways to cook in their rooms on hot plates using ingredients bought at the campus general store or brought from home. You may want to sample the workers' eateries in the neighborhood, or to eat an occasional meal at one of the more expensive restaurants downtown.

The dormitory community is often a mixed one: foreigners of various nationalities, their Chinese roommates, a few teachers and *liuban* cadres, research scholars, foreign experts and dormitory workers (*shifu*), all live together. The dormitory is cared for by the *shifu*, who answer the phone, clean the hallways and common rooms, distribute newspapers and mail, and generally watch over the activities of dormitory residents and their guests. Mail comes in once or twice a day and is either placed on a hall table or in mailboxes designated by nationality. Most dormitories have only one telephone for all incoming and outgoing calls and residents are notified of incoming calls by loudspeaker.

D. ARRANGEMENTS FOR ACCOMPANYING SPOUSES AND CHILDREN

Chinese regulations prohibit students from bringing spouses and children to China, but researchers and teachers may be accompanied by their families, despite insistence by Chinese authorities that such arrangements put a strain on facilities. Institutions have a major problem supplying housing for foreigners because all have acute housing shortages. Reluctance to accommodate families also derives from concern that not all cities can provide adequate medical care, especially for small children.

Given these problems, Americans who have taken families have been especially grateful for their Chinese colleagues' efforts to help find adequate housing, to secure slots in overcrowded daycare centers and to arrange for language tutorials for older children.

Researchers' and teachers' spouses are often invited to teach English or other subjects in demand, usually for a much lower salary than that paid to "foreign experts" who teach identical courses. But most spouses find work of any kind preferable to spending long hours alone in a hotel room. More importantly, it offers them an entry into Chinese society and an opportunity to make a much needed contribution.

Arrangements for children vary. Those of school age who live in Beijing or Shanghai can, if space permits, be enrolled in one of several schools. The U.S. Embassy in Beijing provides the following information on schools for American children in China.

There are no English-language schools of any kind for dependent children of foreign experts or researchers working in China except for those operated by foreign diplomatic missions. One of these schools, called the International School

(sponsored by the embassies of Australia, Canada, New Zealand, the United Kingdom and the United States), opened in Beijing in September 1980. Space in this school is extremely limited and dependents of official personnel of the five sponsoring missions have first priority; second priority is given to students of other diplomatic missions. Dependents of other nationals of the five cooperating countries such as businessmen, journalists and foreign experts have lowest priority. Formal classes span grades one through six, with self-study monitors provided for seventh and eighth grades. Tuition is approximately U.S. $3,000 per academic year.

The U.S. Consulate General in Shanghai has established an American school which is located in one of the consulate's buildings. Tuition charges of U.S. $5,000 per year have been proposed but not yet approved. For more information, write to the Administrative Officer, U.S. Consulate General in Shanghai. (See page 57 for address.)

The other alternative is to send children to a Chinese school. In Beijing, one primary school and two middle schools accept foreign children. At the Fangcaodi Primary School in Beijing, classes are open to children 6 to 12 years old. Grades one and two offer Chinese, math, English or French, physical education, music and drawing. Grades two through five cover these subjects plus a "general knowledge" class. Thirty-two class hours are scheduled per week, four each morning and two each afternoon, except for Tuesday and Saturday afternoons. Parents who wish to enroll their children in this school should take their child's birth certificate, one one-inch square photo and a medical certificate from any hospital. A math test is required for admission. Tuition is Y30 for each term, payable in advance. The school is located in the Jianguomenwai diplomatic compound area, about 30 minutes by car from the Friendship Hotel.

The No. 55 Middle School in Beijing enrolls foreign children between the ages of 12 and 16. Tuition is Y50 per semester and the curriculum includes Chinese, math, biology, geography, music, fine arts and physical education. Foreign language and politics are optional. Foreign students with no Chinese will spend most of their time in language study. The school is located at No. 12 Xin Zhong Jie, Chaoyang District.

The middle school affiliated with Chinese People's University, also in Beijing, accepts foreign students at the junior and senior high school levels. This school (like the other middle school and primary school open to foreigners in Beijing) has transitional Chinese language classes for foreign children, but all regular classes are conducted in Chinese. It is located quite close to the Friendship Hotel.

Families who will be based outside Beijing or Shanghai must contact local schools with the help of the host unit. It might be possible for these schools to accept foreign children, but, of course, classes would be in Chinese.

Americans who have taught in China and who have been accompanied by children have worked out a variety of solutions for day care and schooling. A few cases are presented here as examples of how you might expect to resolve problems of this nature while in China.

Teachers located in Beijing with a two-year-old child hired an *ayi* (maid) through the FEB who worked eight hours a day, six days a week, for a fee of Y50 per

month. For an extra five *yuan* per month, the *ayi* washed the child's clothes and diapers.

A couple in Tianjin with two children sent their five-year-old daughter to a Chinese nursery school six days a week from 8 a.m. to 5 p.m. Their twelve-year-old son attended a Chinese music academy from 8 a.m. to 12 p.m., and returned by bicycle to their hotel where his mother taught his American curriculum in the afternoon. Neither child spoke any Chinese on arrival nor was there any English-speaking staff at their schools, but the parents felt that their children did remarkably well and that children of other foreign experts in the area also seemed to adjust rather easily.

A couple in Lanzhou with children aged 11 and 13 sent them to a Chinese school three afternoons a week for art, music and physical education during their first year in China. During their second year, the local school system was reorganized so that this arrangement was no longer possible. Thereafter, the mother taught the children their American curriculum, with advice from the children's teachers in the United States. A teacher from the university's primary school taught them Chinese language three hours a week and another university teacher gave them Chinese painting lessons once a week.

E. THE ACADEMIC CALENDAR

The academic year in China pivots around Spring Festival or Lunar New Year (*Chunjie*), a holiday that marks the end of winter. The month-long spring holiday after *Chunjie*, which occurs in late January or early February, marks the end of the academic term which begins in late August or early September in most units. The second term begins around the end of February and runs through late June. The pace in most units slows down considerably during the winter and summer breaks since staff return home or travel for business or pleasure. If your research plans require meetings with specific scholars or continuing work during one of these holidays, it is essential to make arrangements as far in advance as possible — recognizing the burden imposed on Chinese colleagues who must give up part of their vacation.

Foreigners are given time off to observe Chinese holidays and many institutions schedule trips or other activities during semester breaks. Shorter holidays, such as National Day (October 1) and May Day (May 1), may offer the opportunity for two or three days of travel. Foreigners are not entitled to time off to celebrate their own national or religious holidays, but it has been possible to make special arrangements in the case of Christmas, Hanukah and other religious holidays.

IV. Study and Research

A. THE WORK UNIT

With few exceptions, the American students and researchers who contributed information to this report have worked in one of the "key" universities open to foreigners, the Beijing Languages Institute (BLI) or a research institute. Their experiences point up the importance of the unit in determining the quality of their work life in China. Each unit has its own particular style, but units of the same type have similar organizational patterns. General patterns for universities and research institutes are described below.

1. The University

Students and researchers working on a university campus, or at the Beijing Languages Institute, will find that interaction with all other organizations — educational facilities, government offices, travel services and so on — will be best, or even necessarily, brokered by the university's foreign student affairs office (*liuban*). If there are no foreign students on campus, the university's foreign affairs office will play this role.

Liuban personnel are responsible for overseeing the myriad details of everyday life. They assign housing and, if appropriate, roommates, arrange travel permits, issue ration coupons and see their charges through customs when they depart. The *liuban* shares responsibility for the scholarly needs of its constituents with the academic departments, e.g., arranging for library and photocopying privileges, helping to gather materials, providing language tutors and finding a suitable academic adviser.

It is possible to cross departmental lines and establish informal networks within the university, but, generally speaking, you will be expected to work through departmental offices when making formal requests (e.g., for permission to attend a conference or to meet with scholars in other units). You will be identified with a unit, and within that unit, with a particular department, but you should not expect to become a fully integrated member of either organization. American researchers and students have at times expressed disappointment that they have not been regularly included in departmental activities and that they have had too little contact with faculty and students.

Whether channeling requests through *liuban* personnel is helpful or restrictive depends on how they perceive their duties, how much authority they have been given and how tightly the unit is organized. Students and researchers at one university, for example, have found *liuban* officials, reflecting the university's support for international exchange programs, to be supportive of their research goals and helpful in arranging suitable living situations. In other units, *liuban* cadres have been less willing to push the limits of their often narrowly prescribed authority on

behalf of foreigners. Barriers between institutions are formidable and people in China are both aware of and very hesitant to cross them. Officials will on occasion tell you that they cannot help with a particular request because the power to decide resides in another jurisdiction. It should be recognized that this is a very real problem for Chinese officials.

Other problems arise because cadres often work with unclear directives as to what they can and cannot do. Try to understand their viewpoint and the limits of their authority while seeking workable channels to achieve important goals. It takes considerable sensitivity and some time to figure out when to press your requests and when to give up and try another route. As one seasoned researcher comments, the indirect approach often yields far more than a "frontal assault on all the things that are not ideal."

Unfortunately, there are some bureaucratic constraints that cannot be overcome. For example, permission to visit a site not open to foreigners may be repeatedly denied no matter how important to the project or how supportive one's colleagues. *You should bear in mind that research opportunities for foreigners are still opening up and be aware of your role in laying the groundwork for colleagues and fellow-students who will follow you.*

2. The Research Institute

Scholars hosted by a research institute have found that the character of their association with a particular unit has been determined by the kind of work to be done and where that work is to be conducted. Those working in the countryside have had little contact with their urban-based host institution beyond a welcoming banquet and a few visits to the research site. A collaborator from the institute may be assigned to the project, but access to materials and other resources is controlled by the local foreign affairs office. Local offices often provide interpreters and assistants so that the team is composed of members from more than one unit, but in such cases the researcher remains effectively "unitless" and must negotiate directly with bureaucratic organizations as the need arises.

Researchers who have worked within the confines of an institute have been assigned a counterpart and a team of assistants from the unit who are responsible for making living and working arrangements on behalf of their foreign colleague. If travel is essential to the project, Chinese co-workers take care of the details and at least part of the team accompanies the foreigner to negotiate with other organizations during the trip.

Constant assistance from supportive collaborators not only frees the researcher, often working under a strict deadline, to concentrate on the work at hand, but is, in the opinion of one returned scientist, "critical for the success of the project. Without them I would not have been able to complete my work." He advises others to write to their prospective units as soon as an assignment is made with a detailed outline of the research plan, the kind of materials and equipment needed and the amount of time necessary to complete the project. It is essential that potential problems be identified and straightened out early on: misunderstandings encountered once the work has begun can be particularly difficult to unravel in a

situation where the researcher is dependent on a small group of people with whom he or she must interact on a daily basis.

Scholars engaged in research are gratified by the willingness of their hosts to be helpful in the professional as well as the personal realm, but stress that effective collaboration and the success of the research project are impossible unless Chinese colleagues understand fully the objectives and requirements of the project. Without such understanding, colleagues and the sponsoring unit will be unable to meet the researcher's professional needs. Most of the problems that have arisen derive less from antipathy or incompetence than from failure to understand precisely what is needed by the foreign scholar. Certain problems are, however, endemic to the kind of bureaucratic structure that exists in China. One must always be sensitive to the difficulties and requirements of working within such a system and remember that it is important to avoid statements or actions that might jeopardize future requests.

B. STUDENT LIFE

1. The Foreign Student's Milieu

The foreign student's daily life revolves around a small community of Chinese and foreign friends, classmates and a few *liuban* personnel and teachers — a rather constricted world in the opinion of some Americans. Adjusting to this world can involve a degree of "culture shock." Beverly Hooper, a former exchange student from Australia, aptly describes a typical student reaction to the first sight of the Beijing Languages Institute: "Many an Australian's face has dropped on arrival at the Beijing Languages Institute, when the mystery and vastness of China have suddenly been reduced to a small, concrete-floored room to be shared with either a foreign or Chinese student in a somewhat forbidding, barracks-type gray brick building." ("The Australian-China Student Exchange Scheme: Could It Be More Effective," *The Australian Journal of Chinese Affairs*, No. 1.)

As Hooper points out, however, it is not the spartan material conditions, but the psychological pressures that are most difficult to adjust to. Even though most *liuban* cadres and teachers are accustomed to the eccentricities of their foreign charges, they expect, quite understandably, a certain conformity to the highly regimented Chinese way of student life.

Yet serious students sometimes find it less difficult to adjust to Chinese customs than to the habits of other foreigners, many of them younger and considerably more carefree than the average American exchange student. Conditions for study are less than ideal, partly because of inadequate space in libraries and dormitories, partly because of the disruptions created by spontaneous loud gatherings of foreign students in the evenings. However difficult the problems precipitated by inadequate space, most Americans have realized early on that their living situation is much better than that of Chinese students who live six or eight to a room and draw lots each evening for seats in the library at some institutions.

Tending to the details of everyday life also can cut into work time. Set hours for banking and the like (including a two-hour break at midday) and the relatively long

time required to bicycle or bus into town from the suburbs can consume a great deal of time. Those accustomed to using the telephone to make appointments, ask questions and to transact other forms of business will learn quickly that in China it is you, not your fingers, that must do the walking. Face to face contact is almost always essential.

But students, although poorer in material amenities than other foreigners in China, consider themselves incomparably richer for their opportunity to live within a Chinese environment, to mingle naturally and casually on a daily basis with Chinese people. American students who have lived with Chinese roommates feel that they have been allowed glimpses into intimate corners of Chinese life that would never have been possible without sustained contact for a significant period of time and the shared experience of student life. Many American students agree that simply coping with daily life in China may well be the most frustrating but, at the same time, the most valuable aspect of their experience.

2. The Academic Environment

American researchers have been both favored and burdened by the absence of precedents for foreigners engaged in research in China. Student exchanges are not new, however, and over the past decade Chinese bureaucrats and educators have developed well-defined procedures and attitudes regarding foreign students. Until the late 1970s, most students were undergraduates from Third World countries who spent up to five years in academic programs — generally one year in Chinese language study followed by specialized technical programs. Their numbers were supplemented by a small contingent of graduate and undergraduate students from Second World countries who spent one or two years in language study and/or attended the small number of university courses open to foreigners. These groups established precedents which conditioned the response of the "system" and individual teachers and officials to the first American students.

The arrival of the first seven American graduate students in February 1979 coincided with, and indeed resulted from, a new intellectual climate in China that paved the way for their warm reception and at the same time demanded an upgrading of academic standards and new policies affecting students from abroad.

Since these modest beginnings, many graduate and undergraduate students have spent time in China under one of several American programs, some designed for short-term language work at the Beijing Languages Institute or one of the universities, others for longer periods and more diverse purposes. These students have confronted the Chinese educational system with a wide range of demands and expectations, as well as unprecedented numbers.

The MOE has responded by setting forth new regulations governing foreign student enrollments (see Appendix A) that define three categories of foreign students: (1) Undergraduates (*liuxuesheng*) — those whose purpose in China is to obtain a degree from a Chinese university and who will attend regular university classes offered to Chinese students; (2) General Advanced Students (*jinxiusheng*) — students who have finished at least two years of undergraduate study at home and who intend to pursue course work in a special field while in China; and (3) Senior

Advanced Students (*gaoji jinxiusheng*) — those who have an M.A. degree or who are candidates for a PH.D. degree in the United States and will take classes in China or study with tutors. All students *except* those in the Senior Advanced category are expected to attend classes and *only* those in the Senior category can expect to be assigned tutors.

Although Second World students have long had opportunities to spend a second year in the PRC, there has been a high attrition rate. Reasons cited include dissatisfaction with the lack of intellectual stimulation, the "boarding school" atmosphere of Chinese campuses, frustration with the problems of maintaining contact with loved ones at home and barriers to forming close friendships with Chinese people. These factors certainly affect American students as well, but a surprisingly large percentage of those who have gone to China since 1979 have asked to stay for a second year.

Observers note that the discontent of foreign students is often precipitated by inadequate language preparation for university level classes and is usually manifested by a quiet dropping out of the academic life of the university. Absenteeism among foreign students has been high; a class of 13 or so foreigners often dwindles to one or two within a month after the beginning of the term, demoralizing teachers and squelching any inclination to regard foreign students as serious scholars.

The opening of several institutions and disciplines to foreign students in 1979 was coupled in many units with a more rigid application of rules governing attendance, examinations and travel. These policies, while designed to raise standards and correct a *laissez-faire* attitude toward academic work, were not compatible with the needs of advanced graduate students more intent on pursuing dissertation-level research than gaining basic knowledge in the classroom. Moreover, in 1979-80, Chinese universities were not equipped to provide graduate level training for many of their own students, much less for foreigners. As a result, most students have combined a certain amount of work in the classroom with independent study, which has been either actively facilitated or tacitly allowed, depending on the unit and the nature of the research. Some students (archaeologists, for example) consider their courses informative and valuable. Others warn Americans preparing to study in China not to expect classes to be "on target" with regard to their interests but rather to provide background information, insights into Chinese methods of presenting materials and the opportunity to improve language skills. Most would agree that attending classes faithfully in the early part of the stay is important in establishing a good reputation and making contacts in their department. One student stressed the need to build "credit" with one's department to pave the way for help later on. He added that such help sometimes takes rather concrete forms, as when his department paid ¥14 (20 per cent of an associate professor's monthly salary) to compensate a scholar from another unit for one meeting with him.

Institutional support for students' projects varies among units and departments. Some departments arrange for language tutorials and regular meetings with academic advisers; some help students gather materials or assist in arranging field work. One agronomist was able to travel to several areas to observe varieties of cropping patterns. An archaeologist spent a month in Xinjiang working on a dig.

the first foreigner to do so in that part of the country since before Liberation, and another student worked closely with a Beijing opera troupe as part of her research project.

At Nanjing University (Nanda), foreign graduate students have been actively encouraged and helped with their work. But as one student there remarked, they were all working within departments that are organized and equipped to facilitate their research. Breaking into new areas can be difficult; law students at Beijing University have not been able to associate formally with that school's law department, which remains closed to foreigners, and have instead worked in departments of literature, history or economics. Students at Nanda who requested permission to join a Japanese language class had to wait for the university to obtain clearance from the Ministry of Education in Beijing. Even with university support for their research projects, foreign students are not always able to gain access to archives and libraries controlled by units outside the university.

The first groups of advanced graduate students to go to China worked within the system in a variety of ways. Some attended language classes at BLI and in the universities, some enrolled in university departmental courses. Others traveled to the field to gather data or used the libraries open to them to collect materials, sometimes with the help of cadres and advisers, sometimes on their own.

If one important lesson has been learned from their experience, it is that no matter what the regulations are or how they may change, individual students must build a personal reputation for perseverance and proficiency before they can hope to receive active institutional support. Unfortunately, these qualities alone do not guarantee such help.

American students have made significant progress, but their gains have been worked out on a case-by-case basis that does not ensure that similar privileges will be extended to future students. The new status of Senior Advanced Student (*gaoji jinxiusheng*) may relieve graduate students from the obligation to attend classes, but it does not guarantee them active, consistent support. Attitudes change only slowly, and students' successes will probably continue to be determined by their own ability to work through the system, the kind of unit they must work within and the nature of their demands.

3. Initial Meetings with Teachers and Advisers

Soon after arriving on campus, students receive a general introduction to the institution and its rules and regulations. They meet individually with *liuban* and departmental representatives to discuss class schedules and specific requests. Some graduate students have been asked to submit an outline of their dissertation proposal, *in Chinese*, before an adviser is assigned. Others have worked with a tutor or independently for a time before handing in a detailed proposal. Experienced students and researchers stress that when drafting the proposal it is essential to state clearly the relationship between the problem and the materials and field work proposed. Foreign students depend on teachers to help gather materials and facilitate research; therefore, it is important to do everything possible to ensure that they understand why certain requests are made. It is a good idea to take copies of your

own publications, major papers and bibliographies to help establish credibility and define the level on which you hope to proceed.

Those who work with an adviser or tutor schedule regular meetings once or twice a week. It is important to be sensitive to the needs and schedules of teachers when setting up these sessions. For example, do not insist on meeting during *xiuxi* time or holidays. Remember the social and political differences between the United States and China and that certain issues may be brushed aside as too abstact or too sensitive for discussion. Many students have been helped immeasurably by their tutors. Sessions can be used for asking questions pertinent to current Chinese research and publications, for solving difficult linguistic problems or for reading carefully through a text.

4. Course Work

There is no formal registration process. New students are informed of offerings by *liuban* or departmental personnel who take care of any necessary paperwork. There are few college catalogs in China, and many students learn of course offerings only via the student grapevine. Check the bulletin board in the department to see what courses are listed and ask your Chinese friends just what is being offered in a given term. Not all courses are open to foreigners. (See Appendix K for the list of schools and departments open to foreigners in 1981.)

Most universities allow foreign students to move between departments when choosing courses but do not encourage students to change their departmental affiliation once a commitment to a particular discipline has been made.

Fall semester begins in early September in most universities, and the spring term begins in late February or early March after the month-long spring holiday which follows *Chunjie* (Lunar New Year). Most classes are scheduled in two-hour blocks (beginning at 7:30 a.m.) and meet two or three times a week. Since there are few graduate students in China, most courses are at the undergraduate level. Some universities have special "foreigners only" courses that are taught in Chinese but are often scaled down to a very basic conceptual level. Most American students consider the classes offered to third and fourth year Chinese students to be far more interesting than the more elementary courses designed for foreigners. Courses for foreign students tend to be "either too narrow or too basic to suit the needs of students with a prior knowledge of Chinese history, designed as they are for foreign students who come to university from BLI with no background in Chinese culture or for students doing a full four year undergraduate degree." The value of particular classes, then, depends on the quality of individual preparation before reaching China and the goals students hope to attain while there. For example, some undergraduates who wanted to gain a basic knowledge of Chinese civilization from a Chinese point of view have been quite satisfied with their classes.

Advanced students have noted the value of becoming familiar with the Chinese approach to their disciplines. Regardless of whether or not classes present new factual information, the methodology is different from that used in American universities and interesting on its own terms. Classes also offer foreign students invaluable opportunities to become acquainted with Chinese professors.

Most departments require foreigners to take regular examinations, hand in written assignments and, above all, to attend classes. Classes are conducted in "rapid, unadulterated Mandarin" with few concessions for the foreigners in the class beyond the occasional repetition of terms or use of the blackboard. One American student who considers himself fluent in Chinese described note-taking as a "harrowing experience." Examinations are sometimes handed out ahead of time and consist of either written essays or oral reports. In the classes for foreigners, examinations may be scaled down to "the lowest foreign denominator" in the words of an American student at Beijing University.

Some courses used textbooks in 1980; others did not. There is a concerted effort in most institutions to revise texts, many of which are written by teams of in-house teachers and distributed by departments to students in particular courses. These texts sometimes contain valuable up-to-date information not available outside the university. American archaeology students, for example, have reported that there was a good deal of heretofore unpublished information in the mimeographed "textbooks" distributed to the archaeology class for fourth-year Chinese students.

China's move to upgrade its educational system so that regular degrees can once again be conferred bodes well not only for Chinese students but also for the foreigners who participate in the system. The attempt to raise standards has included more stringent attendance requirements, and foreign students probably will not be as free to determine their own schedules and priorities as they were in the past. Be aware that Chinese teachers regard unexcused absences as a personal affront and have been reluctant to help those who do not attend class regularly.

Departments continue to expand their couse offerings, and Americans who study in China in the future will benefit from more varied classes. Information about courses attended by Americans in 1979-80 is included with the profiles of key universities in Appendix K.

5. Field Work

Relatively few American students have been able to conduct genuine field work. Although some have taken field trips to other units, opportunities for substantive research have been quite limited. What can be accomplished depends heavily on the resourcefulness of the student and the kind of relationships he or she has with academic staff and responsible cadres in the unit, and how far the unit is willing or able to go to create research opportunities.

The details of arranging for travel and lodging are taken care of by the host unit, which also pays the expenses of any teachers and advisers who accompany the student. Students pay all personal travel costs, which are usually kept to a minimum because they can travel "hard class" on trains and whenever possible are housed in dormitories or overseas Chinese guest houses. Where public transportation is not available it is sometimes possible to hire a car and driver at rates lower than those of normal taxi service.

6. Language Study

Chinese language teachers believe their foreign students should acquire all the skills of language learning — speaking, writing, reading and aural comprehension — simultaneously. Language classes are organized to include reading (*kanju* or *yuedu*), conversation practice (*huihua* or *kouyu*) and special time set aside for listening comprehension (*tingli*) and composition exercises (*xiezuo*). Examinations test students' progress in all four skill areas (*shui*). Most of the Americans who have gone to China have received at least two years of Chinese language training in U.S. programs that emphasized reading capabilities at the expense of other skills, particularly writing. Upon arrival in China, they discover that they are weakest in precisely those skills that are most needed to demonstrate language ability and to profit from university classes, i.e., speaking, listening comprehension and writing skills.

What students have gained from language study in China has depended on how well their preparation and goals mesh with the demands of a system that is rather rigidly structured. Where they live and how persistent they are in taking advantage of opportunities to use Chinese in daily life also make a difference. Foreigners who have lived at the Beijing Languages Institute (which houses a large community of foreigners and does not allow foreigners to live with Chinese roommates) have had fewer chances to use Chinese than do students living on a university campus where foreigners make up only a small proportion of the community. Most universities assign Chinese roommates to foreign students with obvious advantages for the foreigner, especially if their roommate speaks no English!

Formal language classes usually concentrate on a set text, which is read repeatedly, memorized and analyzed. Many Americans have observed that students are expected to play a rather passive role in the teacher-student relationship, especially in language classes where far more time is spent listening and repeating sentences and stories word-for-word than using the language creatively. Common complaints about Chinese language classes include insufficient use of pattern drills, inadequate language laboratory facilities and too much stress on "childish" textbooks. Teachers have been responsive to criticisms and many institutions have written new materials and rearranged class schedules to incorporate more conversation and dialogue, but they have only limited authority to make changes. They usually work as part of a team, are expected to use available materials and are under the supervision of departmental authorities. Examinations are usually prepared by the language department and are designed to test student progress in absorbing materials presented in the basic texts.

The predictability of methods and materials used in Chinese language classes makes it easy for foreign students to polish relevant skills before leaving for China. Language texts published in China are readily available in the United States; if you have not used them previously, you may want to read through the lessons to become familiar with vocabulary and format. Above all, learn to recognize simplified characters and to use the *pinyin* system of romanization.

a. The Beijing Languages Institute

Many students are introduced to life in China at the Beijing Languages Institute (BLI) where they are given physical examinations, language tests and necessary instruction in Chinese before being assigned to other units. The institute is more than a Chinese language school for foreigners, however; it also teaches five languages and a smattering of liberal arts subjects to Chinese students, and publishes its own journal, dictionaries and textbooks.

In 1979-80, approximately 500 foreign students and 250 Chinese students were enrolled at the start of the fall semester; the number of foreign students had dropped to 350 during the second semester as a result of transfers to other campuses. The student body is diverse. Most Chinese students are undergraduates pursuing degree programs with a language specialty, but there are also older students in residence for shorter brush-up courses to prepare for study abroad or special assignments of various kinds. Foreign students from 60 different countries are of two types: government sponsored exchange (*guanfang*) students and self-paying (*zifei*) students. All American students are in the latter category. Students are assigned to one of two departments.

The First Department teaches elementary Chinese using the institute's *Elementary Chinese* texts. The course is designed to prepare foreign students to enter university or technical institute programs after passing an examination covering the basic materials. First Department classes meet four hours a day (8 a.m. to 12 noon), six days a week. Two or three days are allotted for each lesson, with emphasis on reading and memorizing the text for written and oral recitation; part of the time is devoted to grammatical instruction and explanation of vocabulary. There is little work on pattern drills, and practice in conversation is regularly scheduled only toward the end of the year or in the more advanced classes. Reading of newspapers and a limited number of other materials also is introduced only in more advanced classes. Two or three teachers share responsibility for each class of approximately ten students. There is no language laboratory but classrooms are equipped with tape recorders that can be used to make cassettes. Most students consider the program to be weakest in teaching spoken Chinese and advise newcomers to be creative in finding ways to practice speaking the language.

The Second Department offers more specialized training in selected texts and vocabulary, Classical Chinese and a four-year degree program for translators. Classes meet less frequently and both schedules and curricula are more flexible than in the First Department.

Students are tested soon after arriving at BLI to determine their language level. It is worthwhile to prepare for the test — once placed in a class it is almost impossible to move to another and the more advanced classes seem to be the best taught. Spoken skills are important since the test requires students to talk about a passage taken from one of the elementary texts. Students can select the level they wish to attempt. There is also a written component that requires a 2,000-character essay of the genre, "Why I Want to Study Chinese" or "A Memorable Event in My Life." Dictionaries can be used for this portion of

the test and past experience shows that quantity is almost as important as quality, so it is wise to fill up the 2,000 spaces even if it means resorting to banalities and repetition.

Classes are usually organized according to the status assigned to students' home countries by China's "theory of the three worlds" as well as on the basis of language abilities. First ("superpower") and Second World (other highly developed countries) students are almost always segregated from Third World (developing countries) students and classes are sometimes further divided by nationality. Classes become an important focal point of students' daily life, partly because of the frequency of class meetings, partly because students are given few opportunities to get to know other teachers. Academic requests are to be channeled through teachers, but most teachers feel responsible for all aspects of their students' lives and visit them in their dormitory rooms at least once or twice a week to discuss language progress and other concerns. High absenteeism, especially after the arrival of cold weather and widespread mid-year malaise, affects the morale of the teachers as well as the mood of students. Teachers and *liuban* cadres continuously solicit criticism, but students should remember that individual teachers have little authority to change the texts or the curriculum — their task is to prepare students to pass a general examination, not to meet the specific wishes of individual classes or students.

BLI has been described as a "half-way house" in the educational system because it offers amenities not found in most other units (private shower stalls, an indoor boiler for hot water and a campus store stocked with ham, cheese, bread, baked goods and other delicacies). Shower hours are limited, as on other campuses; mail is placed in a box reserved for each nationality (seven days a week); cafeteria food is adequate and inexpensive. Foreign students can eat with Chinese students if they choose and many consider this a good opportunity to make Chinese friends.

Students are housed in four dormitories and current (1981) policies do not allow foreign students to have Chinese roommates. The regulations governing roommates have varied over time, but the imbalance in the number of foreigners and resident Chinese students and the competing purposes of foreign students of Chinese and Chinese students of other languages make it unlikely that present policies will be changed in the near future. Student life at BLI revolves around a rather isolated foreign community; the sense of isolation is often aggravated by the unrealistic expectations of many students.

The campus is really a small community. Most teachers, cadres and workers live on campus and eat in the school cafeterias. There is a laundry, a store, an athletic building, a printing press and a library with current Chinese periodicals and a few Western language newspapers, periodicals and books. BLI students have reading room privileges at the Beijing National Library but cannot use Beijing University's library. The school has its own clinic, but students with serious medical problems are sent to the No. 3 Hospital located about a mile from campus. BLI has a swimming pool, track, basketball, volleyball and tennis courts and encourages students to participate in athletic events. The campus theater serves the surrounding area as well as the school. Each dorm has a TV

room, and the *laoshi* personnel arrange weekly excursions to sites around the city.

The shopping area most frequented by BLI students is *Wangfujing*, a short distance from campus. Beijing University (Beida) is a 15-minute ride by bus or bicycle, and the Friendship Hotel (*Youyi Binguan*) 15 minutes beyond that. To reach the downtown area of Beijing — the Forbidden City, the Temple of Heaven, museums, bookstores, restaurants, American Embassy movies and the Beijing Hotel — takes an hour by bus and at least 40 minutes by bicycle. BLI, like Beida, however, is located near some of Beijing's most scenic parks and temple complexes.

b. Language Classes in the Universities

Universities offer a limited number of language classes for foreign students. *Xiandai hanyu* (modern Chinese) is taught on all campuses but not all language departments teach special *gudai hanyu* (classical Chinese) classes for foreigners nor can you count on attending *kouyu* (conversation) classes offered separately from the regular *xiandai hanyu* sessions. Some students have attended *gudai hanyu* classes designed primarily for the Chinese students in their departments and have found them quite useful.

Some universities test all incoming foreign students before making class assignments. For example, based on the results of a test administered at the beginning of the 1979 fall term, Beida set up three language classes: one that met 18 hours per week for beginning students; one that met 12 hours per week for more advanced students who needed work on all their skills; and a 3-hour per week *kouyu* class for advanced students who wanted to concentrate on spoken Chinese.

The language textbook series published by BLI and the texts prepared by Beijing University are used in most institutions, supplemented at times with more recently developed mimeographed materials. Some students have had assigned language tutors but the arrangements were informal and future students should not expect individual instruction. Regular classes usually are rather small, however, and most teachers are very dedicated to their students. As a result, students can receive a great deal of individual attention. Though beneficial in general, the principal objective of such assistance is to help students pass required examinations. Generally speaking, experience to date has shown that most Chinese universities are ill-prepared to meet the special language needs of foreign students.

c. Short-term Intensive Programs

A few intensive language programs for American students have been centered at BLI, but most sponsors have affiliated with one of the universities open to foreigners. These programs have involved much more than language work in the classroom: one group was treated to bi-weekly field trips to local sites, weekly lectures by university professors and experts on topics ranging from linguistics to *xiangsheng* (comic dialogue), evenings at the theater and two weeks of travel at

the end of the term. As one veteran of a summer remarked, "The only free day was Sunday and then I was too tired to go out of the dormitory!" Intensive language study for most short-term students was sandwiched between all the distractions, planned and otherwise, that can captivate foreigners in China for the first time.

Students are usually housed on campus in specially designated wings of the regular foreign students' dormitories. They seldom have Chinese roommates because most Chinese students are not in residence during the summer. In the past, a resident director from the U.S. sponsoring organization has accompanied most groups. Participants often assume a rather distinct group identity since they live together, attend classes and events together, travel together and are viewed and treated as a group by Chinese teachers. This group solidarity, combined with the highly structured system, affects individuals differently. Some consider the situation "claustrophobic and confining"; others welcome the structure and group support because it frees them to pursue their studies without concern over the details of daily life.

Students are usually tested after arriving in China and assigned to classes on the basis of their scores. As with all language tests in China, students must be able to demonstrate the ability to answer questions orally and in written Chinese. Since speaking and writing are not emphasized in most U.S. college programs, many students feel they are placed in classes below their overall (i.e., reading) ability and that they must repeat material they already "know."

A typical week includes eight hours of *kanju* (Chinese reading), six hours of *huihua* (conversation), four hours of *tingli* (listening comprehension) and two hours of *xiezuo* (composition). Classes are small. One group of eighteen, for example, was divided into three classes of six students, and the group as a whole was taught by ten different teachers who worked together as a team and took responsibility for different segments of the curriculum. Formal tutorials were rarely provided but teachers were eager to "coach" students using classroom materials and to work with them on specific language problems in the evenings.

Instructional materials vary but curricula usually are built around a standard textbook series, e.g., *Hanyu jiaocheng*, supplemented with mimeographed materials and workbooks. Tests and quizzes are given throughout the term and most require memorizing textbook lessons.

Classes meet six days per week from 7:30 or 8 a.m. until noon, other scheduled activities begin after the two hour midday rest period. Evenings are spent attending scheduled events, studying or talking with teachers. "Don't expect to have much time alone or to do your own thing," one returned student advised; "Be prepared to be part of a small community, involved almost constantly with other people, both Chinese and foreign."

C. THE RESEARCHER'S EXPERIENCE

1. An Overview of the Research Climate

Research scholars working in Chinese institutions quickly learn that no arrangements are permanent or self-executing. For example, even though the research proposals of all the students and scholars selected by the Committee on Advanced Study in China in 1979-80 had been approved by the appropriate Chinese organization, and placements had been arranged with host institutions, most researchers soon discovered that implementation of previously agreed upon plans required continuing negotiations with officials of the host unit. Their success depended on maintaining a delicate balance in their relations with their Chinese colleagues and the cadres intent on safeguarding bureaucratic boundaries as well as on establishing a personal reputation for dedication and competence.

Experience has demonstrated that the willingness of the host institution to support a particular project is largely determined by how the work fits into China's national priorities and the current research program of the unit. Severe shortages of equipment, workspace and trained personnel dictate allocating resources to projects that are relevant to China's priorities. This is true of the humanities and social sciences as well as the natural sciences.

The foreign scholar often is perceived as the representative of a particular institution, a unit as it were, in the American educational system. As such, he or she brings a certain amount of prestige to the host institution and at the same time incurs a "responsibility" to enable people from the host institution to work or study at the researcher's home campus. This positive aspect is balanced by negative consequences. For example, supporting a foreigner whose project depends on sensitive data or threatens bureaucratic integrity may be seen as setting a precedent for future unwanted intrusions.

American scientists working on projects in earthquake prediction, cancer research and nuclear science, fields that have continued to hold a high priority in China despite institutional disruption during the Cultural Revolution, have been well received by Chinese colleagues eager to make their work known to the West. Some Americans have had to tailor their work to fit a pre-existing agenda, but they have often been aided by cooperative and knowledgeable Chinese collegues and by the high prestige enjoyed by their counterparts' units.

In the fields listed above, Chinese scientists have shared data generously with the expectation that the work will lead to publication in both Chinese and American journals. Researchers in these and other fields have lectured and participated in seminars at the host institute and elsewhere, and have found such meetings to be important forums for exchanging information with a wide variety of people from all parts of the country. Field trips with Chinese colleagues have helped to bridge gaps between specialists engaged in similar research but with little knowledge of work outside their own unit. Lack of centralized data has been the most serious constraint for foreign researchers working with limited time; equipment problems have also caused delays.

Scientists who have carried out experimental research in institutes where researchers have not been able to keep up to date and where analytical techniques and facilities are inadequate have found their colleagues willing to help but hindered by a lack of basic equipment and unfamiliarity with the latest developments in their fields. Language can also pose formidable problems. One researcher spent the first week in his unit working with his colleagues to compile a glossary of technical terms so that they could sustain conversations related to the project. In this situation, the scientist's unanticipated tasks included not only teaching basic English vocabulary but also helping with methodology. The scientist in question felt that the effort was worthwhile not only because he was given access to valuable materials and the project was ultimately successful, but also because he felt that by helping his colleagues raise the quality of their work he had contributed to future scientific collaboration.

Reports from researchers in China indicate that the success of a project depends, in large part, on whether or not the research addresses a problem of current interest to China, i.e., whether or not it is central to the drive for rapid modernization. Thus, for example, projects in the fields of agricultural economics, plant studies and architectural engineering have been enthusiastically received. Success also depends on how well one's Chinese colleagues understand why certain materials and work in the field are necessary to solve the key problem. Important data have been collected and trips to the field efficiently organized and profitable, but, according to one researcher, his colleagues' enthusiasm for gathering material was directly related to their understanding of why it was necessary to the project.

Research on topics in the social sciences and humanities is carried out in research institutes under the Academy of Social Sciences and in university departments. Most American students and researchers have worked in the major universities, many of which are still rebuilding programs and rehabilitating personnel victimized by the Cultural Revolution. Some departments are still so badly understaffed that they can admit only a handful of graduate students; to accommodate foreign scholars would severely strain the expertise and material resources at hand. It is understandable, therefore, that particularly strong support has been given to projects that contribute to the work of individual faculty or that strengthen the department as a whole.

In the social sciences and humanities, research in many universities focuses on events and personalities of local importance. American students and researchers at Nanjing University have been supported not only because the university is generally willing to accommodate foreigners but also because their projects examine developments in the history of the Jiangnan region. Similarly, projects on the Boxers conducted at Shandong University, on the 1911 Revolution at Wuhan University and on the economic history of the Tianjin region at Nankai University have been warmly received and actively supported. Faculty members often come from the area in which the university is located, are familiar with its history and culture and can invoke informal ties when arranging interviews or gathering materials from libraries and archives outside the university. These tasks are not easily accomplished, however; researchers are well aware that their department's

efforts to help them gain access to local areas or archival materials may well be stymied by resistance from local officials.

Some university departments may be oriented toward particular historical eras rather than purely local interests. For example, Beijing University has aided the research of historians and archaeologists interested in the Shang-Zhou and Qin-Han periods, and has helped Americans working on Song dynasty philosophy and on the history and literature of the May Fourth period.

Selecting a suitable department can be difficult. Some historians have found that literature and philosophy departments may be better organized and active in research related to their interests than are history departments that are understaffed and fearful of tackling sensitive historical issues. Departments may incorporate study groups that include scholars from several disciplines. For example, the group working on the important Mawangdui texts within the Department of Literature at Beijing University is composed of well-known historians, philologists and philosophers.

American anthropologists and sociologists have faced particular challenges in conducting research because their fields have not been active in China for almost 30 years. Moreover, senior Chinese sociologists have accorded higher priority to rebuilding institutions and training a new generation of capable scholars than on carrying out research projects. Boundaries among disciplines — anthropology, demography and sociology — remain ambiguous, as does the bureaucratic structure charged with overseeing these fields. For some social scientists, the absence of a clearly defined organizational structure has proved advantageous. Some researchers working in rural areas, whose effective unit is the commune in which they live and work, have been able to devise informal procedures, with the cooperation of commune cadres, to procure data and to set up interviews.

Sociologists who have worked in urban areas have found it difficult to arrange interviews without the active support of a host institution. In many cases their work has been plagued by difficulties arising from an unclear bureaucratic structure.

The first American students and researchers arrived to find that after 30 years of broken contacts it took much time and effort to find scholars still active in their fields and interested in their work. The United States and China began to exchange social science delegations only in 1977. As a result, much less is known about individuals and institutions in these fields than is true of the natural sciences where exchanges began five years earlier.

Chinese scholars themselves did not have a clear picture of the academic environment, for over the 1966-76 decade they lost contact not only with their Western counterparts but with their own colleagues as well. The numerous conferences held since 1978 attest to the Chinese academic community's need to reestablish links within its own ranks. Foreigners who have attended these conferences have gained a better sense of how work is carried on in China and insights into future trends. More importantly perhaps, they have been able to pave the way for future exchanges with Chinese scholars.

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2. Early Meetings with Colleagues

Soon after the researcher arrives at his or her unit, a series of meetings is arranged to discuss the project in detail. These talks are important for establishing the tone of the collaborative effort and for clarifying expectations on both sides. At this time the researcher begins to get a sense of how the unit views the project and how well it conforms to ongoing research plans and facilities.

The host institution will have received an abstract of the original proposal, but most researchers have been asked to work out a detailed plan, usually in close consultation with their collaborator or adviser, soon after arriving. Researchers emphasize that when drawing up the plan it is important to state clearly the relationship between the problem and the data needed to address it. They add that once agreement has been reached, the foreign scholar should not make arbitrary changes, especially if resources and personnel have already been allocated to carry out the work.

Some scientists have been introduced to their host institute through a series of lectures, and scientists and social scientists alike have been asked to lecture to institute colleagues. These talks can prove useful for both sides: they enable the foreigner to establish his or her credentials and research interests while bringing Chinese colleagues up to date on methodology and the state of the discipline in the West. Chinese scholars are eager for information and this often prompts them to urge their foreign guests to lecture and present seminars throughout the stay. Both scientists and social scientists have discovered that a great deal is expected of them — lectures, seminars, conference papers and help with language, technical vocabulary and methodology — and this can cut into work time. Most Americans agree that one should help whenever possible but that it is important to stress a serious commitment to the completion of the project. If the work will lead to publication, details regarding authorship and where the results will be published should be discussed at the initial meeting with institute officials.

3. Work Schedules

A work schedule will be agreed upon in these early meetings. When setting up a daily schedule or travel plans the foreigner should take into account the scheduled holidays and work commitments of Chinese colleagues. Insisting on continuing to work over a holiday, for example, may force Chinese co-workers to give up their only chance for a vacation.

In the institutes, most researchers put in a full eight-hour day (although the work day may add up to ten hours if transportation to and from the work place is counted) five to six days a week. Most researchers are given an office or laboratory, which is shared with their co-workers. Lunch is regularly followed by a rest (*xiuxi*) period. Some researchers are encouraged to return to their hotel for lunch and rest; others have been able to remain at their unit, thereby saving both time and expense.

The research team varies, but usually a member of the host unit works closely with the foreign scholar and directs the activity of assistants. Americans have uniformly expressed satisfaction with the competence and cooperative spirit of their

colleagues. Problems that have arisen have most frequently involved interpreters who are not familiar with technical vocabulary; bureaucratic obstacles are the second most common source of difficulty.

Work schedules tend to be less structured in the universities. You might meet with an adviser once or twice a week, or with a group of colleagues for a few hours each day. Most universities do not provide office space, but foreigners who live off campus may be allowed to use a room in the foreign students' dormitory to study and rest. Some universities have set up special reading rooms where foreigners can work on materials that cannot be taken from the library.

4. Work-related Travel

Many researchers have been able to visit units in other parts of the country to talk with colleagues, to exchange information or to attend formally organized seminars and workshops. Some have traveled to the countryside to gather data. The researcher must state clearly the purposes of any proposed trip; if approved, the unit arranges travel, lodging and professional meetings. A member of the research team usually accompanies the foreigner, but some Americans have traveled alone to conferences and workshops. Experience suggests that the success of the trip depends on the relationship between the host unit and other relevant organizations as well as on who makes the arrangements. One scientist contrasts a very informative trip arranged by a colleague from his unit who used his personal connections to set up meetings to a far less fruitful trip arranged by "functionaries." Association with a unit with little bureaucratic clout can result in difficulties for the researcher and Chinese co-workers whose authority may carry little weight with officials in other areas.

Procedures for covering expenses vary but in most cases the foreigner pays all personal transportation and lodging costs. Sometimes Chinese rates have been allowed for train tickets, but tourist rates almost always apply for lodging. If a car must be hired, the expenses are usually shared. The cost of traveling to a remote area can be prohibitive if calculated at the per kilometer rate of Y.5, but some researchers have been able to negotiate costs on a per day basis of about Y30.

D. ACCESS TO MATERIALS

1. General Policies

Policies governing the access that foreigners have to libraries and archives vary from place to place and unit to unit.

Foreigners affiliated with a university or research institute are issued library cards that must be presented when requesting library books. Usually only certain books — "non-sensitive" secondary sources or dynastic histories, for example — can be checked out, and only a few items can be borrowed at one time. Most libraries have closed stacks, and many catalogs are either incomplete or off-limits to foreigners (as well as to most Chinese students and faculty). Some libraries and

departmental hosts are more helpful than others when it comes to identifying relevant materials.

To use rare books, foreigners must present a special form signed by a faculty sponsor; the books must be read in the library. Copy facilities are scarce and some materials may not be photocopied. Be prepared to take extensive notes or to copy materials by hand. There are exceptions however: the Beijing National Library does have good copying facilities. Reading rooms are always crowded and, in some institutions, Chinese students must draw lots for library seats. Some libraries permit foreign scholars to use departmental reading rooms or rooms reserved for their use.

Some libraries in Shanghai and Beijing are open to foreigners affiliated with appropriate institutions. Formal affiliation is not enough; to use the libraries foreigners also need a proper letter of introduction from their faculty sponsors. Books must be read in the library and special procedures are necessary to see rare books. Some universities will attempt to obtain books from municipal libraries through inter-library loan.

Many archives are not yet open to foreigners so it is necessary to rely on Chinese colleagues to obtain documentary materials. Sometimes it takes months to gather materials because of the destruction of catalogs and the scattering of materials during the Cultural Revolution. Frustrating though the situation may be, it is important to remember that Chinese scholars face many of the same difficulties in obtaining research material.

Despite the many difficulties, however, American scholars report that they have had slow but steady access to materials, largely through the good will and diligence of their Chinese colleagues.

2. Important Libraries Open to Foreign Students and Scholars

a. The ***Beijing National Library*** *(Guoli Beijing tushuguan)* is open every day except Saturday from 8 a.m. to 8 p.m. It is located in a large walled compound west of Beihai Park. The original facilities, designed by a Swedish architect in 1931, have long been inadequate to house the library's collection of approximately 5 million books and 4 million periodicals and newspapers. A good portion of the library's holdings are scattered throughout the city in branch facilities. A new building to house all collections is scheduled for completion in 1985.

The Beijing National Library has the richest collection of rare books in China: of approximately 2 million old-style, cord-bound books, 260,000 have been designated rare volumes, dating as far back as the thirteenth century. Library personnel have systematically microfilmed about half the rare books, beginning with the oldest volumes, and plan to do the entire collection.

Readers who request a rare book will be given the microfilm copy if it is available. Requests for books not yet microfilmed can be directed to the library's Administrative Office (*Yewu bangongshi*).

Of special interest to Ming-Qing scholars is the Special Collection, the *Shanben bu*, which contains five units: Epigraphy, Maps, Minority Languages, Cord-bound Books and Rare Books.

This library also has an excellent collection of newspapers and periodicals. It includes municipal, provincial and some local newspapers. The collection is particularly strong for the post-1949 period, but there are gaps in the 1960s and 1970s. A comprehensive catalog of the library's newspaper holdings, categorized by geographic area, was compiled in 1971.

The main library has two card catalogs: one for Chinese language materials, the other for works in foreign languages. Each catalog is subdivided into natural and social science sections and materials are cataloged by author's name, title or general subject. Cross-referencing is not complete, however, so all three headings should be checked in searching for a particular work. The most serious problem facing the library user is that many post-1949 books are kept in branch depositories and not all these books are listed in the main catalogue. If you need a book from one of the branch libraries, work through the reference section.

Foreigners with proper affiliation can obtain a card that allows them to use books in the library. Fortunately, copy facilities are good; the copying section is helpful and well-staffed and any materials that can be read by foreigners can be photocopied or microfilmed; materials held in microfilm can be duplicated in microfilm. Costs are reasonable, from 15 *fen* to 20 *fen*, depending on the size of the page. Microfilm costs about Y2 per meter.

b. The ***Shanghai Municipal Library*** *(Shanghai shi tushuguan)* was founded in 1952 through the merger of several local collections, perhaps the most important among them being the Historical Materials Library *(Lishi wenxian tushuguan)*. The library's total collection contains more than 6.7 million volumes and it subscribes to 5,000 foreign journals (predominantly in the natural sciences). The former Historical Materials Library includes the private collections of Zhang Yuanji and Ye Jingkui. The Municipal Library also holds the *Zikaowei (Xujiahui cangshulou)* repository, which contains the holdings of the former Jesuit Library and the library of the North China Branch of the Royal Asiatic Society.

The library's central facility is located in the former administrative building of the Shanghai race track; specialized branches are located throughout the city. Catalogs listing the holdings of some of these constituent libraries were published in the 1950s.

The Municipal Library is an important member of the Shanghai Libraries Committee which facilitates the circulation of materials among public libraries, schools of higher education and scientific institutions in the Shanghai metropolitan area.

c. The ***Nanjing University Library*** *(Nanjing daxue tushuguan)* is the second largest university library in China (Beida has the largest) with holdings totaling approximately 2.7 million volumes. Of these, about 1 million are old-style Chinese books and 1,000 are classified as rare books (mostly Ming and early Qing). Nanjing University Library has the largest and most complete collection of local histories and old Chinese newspapers and periodicals.

The library has compiled a complete catalog, for internal use, of all its local histories, including about 10 percent more titles than are listed in Zhu Shijian's national survey, *Quanguo difangzhi zonglu*, published in 1958. The rare books index, however, is only about 50 percent completed. To see rare books, scholars must hold an academic position and have a letter of introduction from a Nanjing University professor. The staff is prepared to xerox, microfilm or photograph parts of any book or periodical. The reproduction of entire works, however, requires special permission. Inquiries about all books, their reproduction and exchange should be sent to the Reading Unit (*Yuelanzu*), and all such inquiries about newspapers and periodicals should be sent to the Periodicals Unit (*Qikanzu*).

The library's main building houses the general collection for student use, as well as all rare books, local histories and periodicals. In addition, each department maintains its own research collection. The central catalog contains cards for all books in the university and indicates whether it is held in the main building or a specific departmental library. To gain access to departmental research libraries, scholars must obtain letters of introduction from department heads or senior professors.

d. The ***Beijing University Library*** *(Beijing daxue tushuguan)*, the largest university library in China, has a collection of some 3.1 million books, 80 percent of which are in Chinese (about 200,000 on social science subjects). It has a strong collection of some 120,000 rare books including Ming editions of many of the classics and several Dunhuang scrolls.

In addition to the main library, there are 17 departmental libraries containing about 600,000 volumes. Foreign students have not had access to the departmental collections but they have been open to senior scholars. All foreigners can use the general reading room and the standard reference works housed there.

The library has a good collection of foreign periodicals and seeks to collect all journals published in China since 1979. Journals must be requested by title and issue date; the catalog is not accessible to foreigners. Journal articles can be copied in the library, but only 30 pages can be copied at one time.

V. Teaching

Teachers recruited abroad are classified as "foreign experts." As such, they are subject to different arrangements and somewhat different treatment than are foreigners whose purpose is to study or pursue their own research. Since the majority of Americans who have taught in China to date have been in the field of English language and literature, the information presented below reflects the experiences of teachers in this field.

American teachers, most of whom train Chinese teachers of English as well as regular students, have worked in a wide variety of institutions and in all parts of China. No matter what their specific situation, they have been made to feel that their contribution to China's modernization effort is deeply appreciated.

Host institutions do everything possible to assure the comfort and well-being of foreign teachers. Indeed, some American teachers feel too protected and isolated even though "all is meant in the best spirit and intention." In return, much is expected of the teacher: "It is important to be as generous as possible with your time and energy. If you're weak in English grammar, become an expert soon; the Chinese want to learn from experts, not novices." "The prime directive is: be well prepared and trained in the field you will teach." Since 1979, the Chinese government has sought to hire well-qualified foreign teachers rather than merely "friends of China."

A. THE BUREAUCRATIC STRUCTURE

Some teachers have known precisely where they would work and which organization would host them before they arrived in China; others have not. Once they began their work, however, teachers found that the host unit became the focal point for all professional activities. Perhaps even more than other foreigners, teachers are almost entirely dependent on their unit; it pays their salary, arranges their lodging, issues their ration tickets for cloth and foodstuffs, helps arrange schooling for their children, obtains the permits needed for travel outside their city of residence and generally acts on their behalf with all other bureaucratic offices in China. American teachers have been employed by universities, trade institutes, agricultural schools, normal schools and scientific and technical institutes. Despite many important differences, these and other units do have many of the same characteristics described in the section on the bureaucratic structure of universities and research institutes (pages 31-33).

Although the foreign affairs office is responsible for all non-Chinese teachers, most Americans have had more contact with their academic department than with the unit's foreign affairs office. Requests made to the department (usually foreign languages) are relayed to the foreign affairs office, but many teachers confess to

being confused by China's complex bureaucracy. To learn how to get things done within that system requires effort and patience. As one teacher noted, "It took us almost two full months before we knew to whom to talk about what."

Most American teachers do not speak any Chinese when they arrive in China and official discussions between foreign teachers and their departmental or institutional sponsors are in English (through an interpreter, if needed). Several teachers have observed that their departmental colleagues often speak far better English than do administrative cadres.

B. WORK LOADS

Work loads vary, often substantially, from one institution or program to another, but all teachers report that they are expected to do far more than teach assigned classes. Additional activities include work on special projects, such as helping to write or edit textbooks and dictionaries, editing university publications in English and giving informal English lessons to colleagues. Teachers also lecture at other institutions, record tapes and help students write applications to colleges and universities in the United States. One teacher warns that while it is necessary to be as helpful as possible, "how much work you do will depend on how much resistance you put up — you must not become chronically fatigued to the point of illness."

A typical schedule for a teacher in a non-intensive curriculum includes about 12 hours per week in the classroom (usually in the morning from 8 a.m. to noon), a weekly session for colleagues, at least two afternoons of office hours each week, four to six hours of editorial work (sometimes in the evenings) and another ten hours preparing materials. As one teacher pointed out, "No matter how many hours you are scheduled for, your actual work week will average between 45 and 50 hours."

Transportation to and from work will be arranged by the host unit. Some teachers have preferred riding bicycles or using public transportation; others have been driven by a car provided by the host institution.

C. WORKING CONDITIONS

Most school buildings are austere, unpainted, damp and virtually unheated but relatively clean and supplied with adequate lighting, blackboards, chalk and standard classroom furniture. Teachers survived the winters by dressing in layers of clothing. Classroom buildings are not air conditioned in the summer but electric fans are used during the hottest months in some places.

Some institutions assign private offices to their foreign teachers. In others, several foreigners share a single work room. Offices are "not Madison Avenue executive plush, but they are embarrassingly spacious compared with those of our Chinese colleagues." Some teachers have discovered that many of their co-workers had to give up their own work space in order to make room for the foreign expert.

Physical surroundings turn out to be of little importance to most teachers because their students are often extremely hardworking. One American wrote that he was "privileged to have students who are hungry to learn, who help themselves to knowledge the way harvest hands used to reach for mashed potatoes at my grandfather's table."

D. PROFESSIONAL RELATIONSHIPS

Since American teachers have taught courses to Chinese teachers of English as well as to regular students, their pupils' proficiency in English has varied considerably. In general, however, aural and spoken skills are weakest because most students have had few opportunities to practice with native speakers of English. Reading skills have been better but limited to a rather narrow spectrum of materials. Command of writing skills has varied widely, but most teachers have found that their students are particularly good at grammar.

Students in China lack knowledge of the outside world and this has presented special problems for teachers of literature, particularly modern contemporary literature. Standard texts and novels are scarce in China; many that are available are hopelessly out of date — one teacher discovered that the text being used in a literature course introduced Rudyard Kipling as a contemporary author!

Problems of a different sort arise from cultural differences and different attitudes regarding the "correct" process of learning. American teachers have noted repeatedly that their Chinese students prefer lectures to discussions and are often reluctant to engage in genuine dialogues about course material. Chinese teachers taking courses seem to some Americans to be even more resistant to discussing ideas than are regular students, and more apt to expect a rigid, structured presentation and curriculum than most American teachers are accustomed to presenting. Students, including those who are already instructors of English, seem to be preoccupied with grades, an unfortunate but understandable concern, since those selected to work with foreigners are very much aware that they have been given a special opportunity and that their performance is being carefully monitored by their units.

Efforts to change courses, to introduce greater flexibility and to employ different approaches to learning have met with considerable resistance. Some teachers have complained that efforts to change (improve) the teaching of English have been ignored, and that neither their colleagues nor the unit has been willing to make changes that seem both easy and desirable to foreign educators.

E. SOCIAL RELATIONSHIPS

Though many teachers have had to contend with frustrations in their work life, most have found more than compensating satisfaction in their less formal relationships with colleagues and students. In return for the help given them, some

students and faculty colleagues help make the visitors' stay in China a pleasant and rewarding one. Toward this end, they may take foreign teachers on shopping trips or visits to local points of interest, provide whatever translation assistance is needed and inform them about activities that might be of interest (e.g., band concerts, basketball games and plays). A few teachers have mentioned, however, that their students seemed hesitant to have informal contact with them, and feel that it is best to let Chinese students take the initiative in establishing relationships outside the classroom.

Many students are eager to attend schools in the United States and ask their teachers for advice about the American educational system and sometimes for letters of recommendation. Most teachers do not see such requests as an undue imposition but advise others planning to teach in China to be prepared to play the role of adviser. They also caution Americans against making general comments about the possible assistance they or their home institution can render in helping Chinese students to study in the United States. Offhand comments can sometimes inspire unrealistic hopes for assured acceptance and a full scholarship to graduate work in the United States.

Relationships with Chinese colleagues are generally very cordial but a bit formal by American standards. Contact outside working hours is often limited to special, ceremonial occasions, banquets and outings planned by the host unit or department. If the foreigner speaks Chinese, however, relationships with Chinese colleagues are very different — "knowing the language opens up an entirely different realm in relationships with Chinese people." Conversely, those who do not speak Chinese may interact most frequently with their English speaking colleagues.

Every teacher encounters problems, but the satisfactions of working with intensely dedicated students, of participating in Chinese life in a natural way, of making a contribution to the quality of Chinese education and of feeling their way through the subtle nuances of friendships with Chinese people often outweigh the negative aspects. One American teacher aptly sums up the experience of living and working in China: "Go planning to learn more than you teach, expecting a challenge and above all, expect to enjoy China and its people — you won't be disappointed!"

VI. Services Available

A. THE AMERICAN EMBASSY AND CONSULATES

The staffs of the American Embassy in Beijing and the U.S. Consulates in Shanghai and Guangzhou can provide helpful advice and, in some cases, assist in resolving specific problems. It is always best, however, to try to clear up any misunderstandings or to resolve problems related to your activity in China with the appropriate officials in your host institution before seeking the help of overworked U.S. diplomatic personnel. If other efforts fail or you need advice on how to resolve problems with your unit, contact either the Academic Adviser or the Cultural Affairs Officer in the American Embassy in Beijing (phone: 52-2033).

State Department regulations restrict use of the diplomatic pouch and embassy medical facilities to diplomatic staff and their dependents. The embassy routinely issues letters of approval for Americans who leave China whether for home or for short visits outside the country, but permission to travel within China must be requested through your host institution (see pages 63-65) and usually does not require a letter of approval.

When you arrive in China and each time you relocate, it is a good idea to register with the nearest U.S. Embassy or Consulate. By doing so, an emergency locator card will be kept on file in the event that friends or relatives need to reach you quickly. This card is also very useful in case of loss of passport, serious illness or other problems. You must bring your passport with you when you register. Americans who register with the embassy or consulate nearest them may be included in functions open to all Americans: movies, dances, Friday afternoon cocktail hours, the annual Fourth of July gathering and the like.

Although there is no reason to anticipate that you will need the assistance of American consular officers, you should be aware of what to do and what to expect in an emergency (e.g., in the event of a medical or financial emergency, difficulties with the police or death of a friend or relative in China). Within limits, consular officers can help in all such emergency situations and you should contact them for advice and assistance. For more information, consult the booklet, *General Guidelines on Consular Services*, available free of charge from the U.S. Department of State, Bureau of Consular Affairs, Public Affairs Staff, Room 6811, 2201 C Street, N.W., Washington, DC 20520.

The American Embassy in Beijing occupies two compounds (with a third one scheduled to open in 1983) near Ritan Park. The Ambassador's residence and the offices of the political and commercial sections are located at 17 Guanghua Lu (ask for "*yi hao*" when directing a taxi driver). The Bruce Building ("*er hao*"), located a few blocks away, houses the Press and Cultural Section (the USICA office in Beijing), the Academic Adviser's office, the Consular Section (where U.S. citizens register), the Administrative Section, the Foreign Agricultural Service and

Independence Hall (where films are shown and other recreational activities take place). Prospective teachers should write to the U.S. Embassy or U.S. Consulate nearest their host institution for information on what English teaching materials are currently available for distribution to American teachers. Addresses and phone numbers of the U.S. Embassy and U.S. Consulates in China are given below.

American Embassy Beijing (Peking)

Address:	17 Guanghua Lu, Jianguomenwai Beijing
Telephone:	52-2033

International Communication Agency

Address:	Bruce Building 2 Xiushui Dong Jie, Jianguomenwai Beijing
Telephone:	52-2033
Academic Adviser:	52-3840
Cultural Affairs Officer:	52-3645

American Consulate General Shanghai

Address:	1469 Huaihai Zhong Lu Shanghai
Telephone:	37-3103

American Consulate General Guangzhou (Canton)

Address:	Dongfang Hotel (11th Floor New Wing) Renmin Bei Lu Guangzhou
Telephone:	61-582; 69-900, ext. 1000 or 1095

(Additional American Consulates are scheduled to be opened in Shenyang, Wuhan and Chengdu in the next few years.)

To inform Chinese students about study opportunities in the United States, the U.S. Embassy donated 22 reference collections that have information on U.S. colleges and universities, application procedures and other pertinent matters. (See Appendix J for the locations of these collections and the general reference works they contain.)

B. POSTAL SERVICES

Every university campus and most hotels and neighborhood shopping areas have post offices that provide standard services. Surface mail, air mail, parcel post, air parcel post and registered mail are available at major post offices; some branch offices handle only letters and cards. Subscriptions to periodicals are ordered at the local post office.

In May 1981, airmail rates from China to the United States were 70 *fen* for the first ten grams and 30 *fen* for each additional ten grams. Postcards cost 60 *fen*. The

book rate to the United States is Y12 for five kilos; experienced foreigners recommend sending out materials in small batches as they are accumulated to save baggage costs on the journey home. Film can be mailed out in special containers provided by some post offices. The post offices at BLI and the Friendship Hotel in Beijing provide some of these special services.

The weight limit for parcel post is 44 pounds, with greatest combined length and girth measuring six feet. All parcel post packages must be sealed or they will not be permitted to enter or exit China.

As has already been noted, Chinese regulations prohibit mailing large amounts of used clothing for other than personal use into the country. *They also forbid mailing or shipping in any type of medicine* except in emergency situations. The postal regulations outlined in Appendix H list other non-mailable items.

Foreigners in China can receive gift parcels without obtaining an import permit if the value of the parcel does not exceed Y50. Each foreign resident can receive no more than four gift parcels a year, with no single parcel valued at more than U.S. $30.

Some foreigners have reported that their mail has been opened before they receive it. It is difficult to tell how widespread this practice is.

Airmail letters between the United States and China take between four days and two weeks. Letters must be addressed to the *People's Republic of China*; the country name must not be abbreviated. An address written in Chinese characters speeds the process by several days, especially in areas outside the larger cities; writing it in *pinyin* as well as English will reduce the chance of delivery error. Americans who are not members of the diplomatic community may not use the diplomatic pouch. (See Appendix H for detailed postal regulations.)

C. CURRENCY AND BANKING

Chinese currency (*renminbi*) uses a decimal system similar to our own. The basic unit is the *yuan* (or Chinese dollar). The *yuan* is subdivided into ten *jiao* (also called *mao* and equal to a Chinese dime) and one hundred *fen* (equivalent to a Chinese penny). The largest denomination of paper currency available in China is a 10 *yuan* note. There are also 5 *yuan*, 2 *yuan*, 1 *yuan*, 5 *jiao*, 2 *jiao* and 1 *jiao* notes. Coins made of light aluminum are available only in 1, 2 and 5 *fen* denominations. The rate of exchange in May 1981 was U.S. $1 = Y1.67.

In April 1980, the Bank of China began to issue a special scrip for foreigners. The new scrip (*waihuijuan*) has the same exchange rate as *renminbi*, but its use is limited to tourists and foreign residents who must use the scrip at Friendship Stores, restaurants, hotels and shops catering to foreign guests. Since not all shops will accept the scrip, students, teachers and researchers from abroad have found it necessary, and possible, to carry both *waihuijuan* and *renminbi*. Regulations permit foreign residents to use both currencies and host units can help in this regard if help is needed. As this handbook was being prepared, the use of *waihuijuan* was said to be under review and it is possible that the system may be abolished. Though

cumbersome, the two currency system has not been a particularly serious problem for foreigners living in China. Generally speaking, everything said about *renminbi* in the following paragraphs also applies to *waihuijuan*.

Foreigners who receive currency from abroad through bank transfers or checks can exchange their dollars for *renminbi*, but they must keep all exchange memos to present when converting *renminbi* back to foreign currency. Unused *renminbi* cannot be taken out of the country. When reconverting funds, you must present exchange slips for at least the amount you wish to convert.

Your host institution will direct you to the branch of the Bank of China authorized to handle foreign currency accounts. If you open an account in U.S. dollars, you can withdraw funds in U.S. dollars or *renminbi* at any time. Alternatively, you can also open a *renminbi* account, but withdrawals from such an account must be in *renminbi*. Deposits yield minimal interest, and all transactions are recorded in a passbook which must be surrendered when leaving the country. Be sure to keep receipts for all currency exchanges.

Banking policies vary throughout the country and not all banks offer full services. The Bank of China branch in the Qianmen District of Beijing, for example, is the only Beijing bank that issues Bank of China traveler's checks in foreign currency. There is a Y3 service charge for wire service at some banks (Nanjing) but not at others. Bank of China traveler's checks issued in *yuan* are available, but some foreigners have had trouble cashing them in China. Bank drafts drawn on the Bank of China and issued in foreign currency can be sent out of the country, and there have been no problems cashing them in the United States.

Banking transactions can be very time-consuming but many banks are open seven days a week from 9-5, with a two-hour lunch break from 12-2. Hotels cash U.S. dollar traveler's checks but are open only a few hours each day.

A word of caution: although any Chinese city is safer than many in the United States, China is not free of petty crime. There are pickpockets and it would be unwise to leave money and other valuables in hotel rooms although problems are unlikely if you take reasonable precautions.

D. CABLE AND TELEX FACILITIES

Cable service is available to almost all destinations outside China and cables may be sent during business hours from post offices, postal counters in most hotels or from the main telegraph office (open 24 hours a day in most cities). The present rate is Y1.44 per word (double for four-hour delivery). In Beijing, Shanghai and Guangzhou international credit cards are accepted in payment for cables.

Cables sent to foreigners in China are delivered promptly to the host unit's Foreign Affairs Office, or, for hotel residents, to the main service desk. The relevant unit then notifies the recipient.

Telex facilities are available at the Dongfang and Baiyun Hotels in Guangzhou and the Jinjiang Hotel in Shanghai, although customers have to punch their own tapes. Rates to all overseas destinations, excluding Hong Kong, are Y8.4 per minute with a three minute minimum. The rate to Hong Kong is Y3.2 per minute.

E. THE TELEPHONE

Local calls within any city are free; long distance calls are priced according to destination and time, with the minimum charge based on a three minute call. Long distance calls within China are very expensive and the connections tend to be poor. Many Americans in China calling the United States call collect as it is much less expensive when the call originates from the United States or is paid for on that end.

To place a long distance call from hotels, you must fill out a form obtainable from the desk attendant. The attendant will place the call and switch it to your room. Most international calls can be placed within 10 minutes, but it may be necessary to wait up to an hour or more. You are advised to book international calls several hours ahead of time. After the conversation is completed, the operator will call back to verify the amount of time spent on the phone. The bill can be paid at the hotel's service desk. Foreigners can be reached in their hotels only by room number as there is no central registration office to control room assignments.

Some dormitories have a special long distance telephone room; in others, students must use the regular dormitory telephone. You place an international call by dialing the overseas operator (in the major cities most of them speak English and are quite helpful) who will phone back after the call goes through. The bill can be paid to the dormitory attendants.

All of China is in one time zone, 13 hours ahead of U.S. Eastern standard time and 16 hours ahead of Pacific standard time.

China	Washington, DC	California
8 a.m.	7 p.m./previous evening	4 p.m./previous afternoon
8 p.m.	7 a.m./same day	4 a.m./same day

(During daylight saving time in the United States, the difference is 12 hours on the East coast, 15 on the West coast. China does not change to daylight saving time.)

China is on the same time as Hong Kong, one hour behind Tokyo.

In dormitories, incoming calls are received by workers in the dormitory office who notify the intended party by loudspeaker. Callers must know a student's Chinese name. Placing a call can take a great deal of time; dormitories usually have only one telephone, and institutions only a few lines to the outside. Strange as it seems, calls to anywhere outside China are almost always clearer than a connection anywhere within the country.

Telephone books are frequently difficult to locate in China and all are written in Chinese. If you think you might have reason to call someone, be sure to request his or her number. Similarly, do not assume that others can easily obtain your phone number. Appendix M lists several frequently called numbers. You also might find *The China Phone Book and Address Directory* ($25, P.O. Box 2385 R, Menlo Park, CA 94025) useful for otherwise difficult to obtain phone numbers; it is published annually in October.

F. MEDICAL CARE

The host unit is obliged to provide proper medical care, a situation that, in the words of one student "worries the Chinese host as much as the foreign guest." Colds and stomach disorders are foreigners' most common ailments. Seasoned residents advise that if remedies brought from home do not work, the first step is to go to the clinic at the host institute, university or hotel. Medical personnel are invariably kind and concerned but usually speak little or no English and, in their efforts to find a quick cure, often prescribe massive amounts of antibiotics if the foreigner's illness is considered serious. If it is not considered serious, they generally prescribe herbal cold pills — which some foreigners consider quite effective.

The American Embassy does not have a doctor and assumes no responsibility for the medical care of any Americans other than its staff and dependents. In case of serious illness, the host unit may refer you to the foreign clinic at a municipal hospital such as the Friendship Hospital or the Capital Hospital in Beijing, the Worker's Hospital in Nanjing or the Number One People's Hospital in Shanghai. These hospitals have a special room or wing for foreigners and usually have at least one English-speaking doctor on duty.

Hospital pharmacies carry a limited supply of drugs and vaccines (but not immunoglobulin). Costs are nominal: an outpatient visit costs Y5 or less, an X-ray Y10-20, a physical for a swim card Y5. In late 1979, a four-day stay in Beijing's Friendship Hospital cost Y113. Cost is not a problem, but because the Chinese medical system is quite different from that in the United States some foreigners are concerned about the adequacy of care for serious illness, especially for small children. The Japanese, French, West German and British Embassies have staff doctors who generally are willing to see patients from other nationalities (see Appendix M for the telephone numbers). They carry certain medications and vaccines not obtainable in Chinese facilities. Note that Chinese people do not have Rh negative blood and thus it is not stocked in their blood banks. For this reason, it is extremely important that Americans with Rh negative blood register at the U.S. Embassy so that blood can be located quickly from the foreign community in case of an emergency.

Foreigners living in China can anticipate occasional problems with diarrhea, respiratory infections and other annoying maladies. Such discomforts are seldom serious, but you certainly want to keep the amount of discomfort to a minimum. Useful tips and suggested remedies can be found in *Health Information for International Travel*, U.S. Department of Health and Human Services Publication #80-8280. To obtain a free copy of this booklet, write to the Center for Disease Control, Quarantine Division, Atlanta, GA 30333.

G. URBAN TRANSPORTATION

There are three ways to get around in any city: by taxi, bus and bicycle. Most people don't walk for long distances because there are no sidewalks in the suburbs

and the traffic is intimidating. Taxis are expensive at Y.5/kilometer (about Y10 from the Friendship Hotel to downtown Beijing, Y5 from the Shuangmenlou Guest House to Nanjing University and Y5 from the Fudan campus to the Peace Hotel in Shanghai, for example) and not always easy to get, especially in the summer and after midnight. Fares vary slightly depending on the size of the car: a small Toyota is less expensive than a larger Shanghai car.

Buses go almost everywhere for a few *mao*, but they are slow and very crowded during rush hours. It takes at least an hour to reach downtown Beijing from Beida and thirty minutes from Fudan to downtown Shanghai, for example. In some cities, buses stop running rather early; a researcher reports that in Wuhan bus service stops at 9 p.m. and students in Beijing note that the last bus from downtown to Beida or BLI leaves at 10:30 p.m.

Much of the time, the best way to get around is by bicycle. While most foreigners relish the freedom and relative speed a bicycle affords, newcomers must bear in mind that it can also be hazardous. Traffic is heavy and chaotic in most urban areas, and cars are required to be driven without lights at night (flashing their lights on and off to warn cyclists). Women should also be aware that a few incidents have been reported of foreign females being harassed when bicycling alone at night in the larger cities. Flat tires or mechanical problems can usually be fixed at any neighborhood bicycle repair shop.

For those who for one reason or another cannot or will not ride a bicycle, there are alternatives. In Beijing, for example, you can hire the old Russian-made Warszawa taxis (called *Huashache*) at half the fare of regular cabs. The older cabs cannot be ordered by telephone; you must go to the taxi stand on Wangfujing near the Overseas Chinese Hotel or at the end of the 332 bus stop at the Beijing Zoo. The three-wheeled motorized vehicle, the *sanlunche* is very inexpensive but will not enter foreigners' compounds; empty taxis also cannot enter. *Sanlunche* can be ordered by phone but take at least an hour to arrive. The Friendship Hotel has a bus that leaves for downtown every afternoon at 2 p.m. (and at 9 a.m. on Saturday) and returns at 5 p.m. Any foreigner can use it for a few *mao*. The bus stop is to the left of the main building.

Some researchers and teachers have found that their hosts strongly urge them not to use public transportation. Cars are put at their disposal for about Y10 a day or in some cases the work unit will send their minibus to pick up and deliver their foreign colleagues for Y6-7 a day.

H. RECREATION

Most campuses have basketball and volleyball courts, track and soccer fields and horizontal and parallel bars. Some, BLI for one, have tennis courts, and BLI, Beida and Fudan each has a swimming pool. The International Club and the Friendship Hotel in Beijing both have a 50 meter pool and a tennis court. A swimming card, which can be obtained by having a minimal physical examination, must be presented for admission to any of these pools. Admission prices in 1980

were Y1 per day. Foreigners are welcome to participate in team sports, and most foreigners consider this an excellent way to get to know Chinese colleagues.

Almost all dormitories and hotels have television lounges, and some campuses schedule both Chinese and Western language movies. Movies are also shown in some hotels. The theater at the Friendship Hotel in Beijing, for example, offers simultaneous "interpretations" of movies in five different languages. Theater and opera tickets can be ordered by telephone. If ordered through your unit, the price is the same as that paid by Chinese patrons. Sometimes the unit will buy tickets for its foreign guests or the *liuban* will hand out free theater or movie tickets and provide bus transportation to performances.

Every city has at least one public park and a few good restaurants. Because so many foreigners stop in Beijing at least once during their stay in China, a few Beijing restaurants favored by long-time residents and students are listed here. It is usually less expensive to go early and hope for a table than to order a meal and reserve a table in advance. "Waiting for a table" often means standing behind someone who seems to be nearly finished so that you can sit down when he or she leaves.

The second floor Xiangshu Sichuan-style restaurant in the East Wind Market on Wangfujing has been a favorite of foreign students.

Many foreigners enjoy the small "deli" type restaurant, known for its *jiaozi*, in Ritan Park, behind the Friendship Store. Closed Fridays.

The Xijiao Huimin Canting in the Western Market opposite the Zoo has good Mongolian hot pot, duck and shaslik (shish kebab).

The Shoudu Kaorouji Mongolian restaurant on the shore of Houhai features dining in an upstairs room overlooking the lake.

The Japanese restaurant on the second floor of the Beijing Hotel, the Russian restaurant (Beijing Zhanlanguan Canting) in the Exhibition Hall near the Zoo or the Pakistani food in the Western restaurant on the top floor of the Xinqiao Hotel offer alternatives to Chinese food.

I. INTERNAL TRAVEL

Foreigners (and Chinese citizens) wishing to travel inside China must obtain permission from the Bureau of Public Security (*Gonganju*). A *liuban* cadre or colleague from your institute will help you make arrangements with the local police. Your request must list the places you plan to visit and the dates you want to be there. After paying a fee of 1 *yuan*, you will receive a travel permit marked with the approved sites, the first and last dates for which the permit is valid and the mode of transport. Travel permits can be amended or extended en route through local offices of the China International Travel Service (CITS) or the foreign affairs office of appropriate professional units. (CITS often shares personnel and facilities with the China Travel Service. Strictly speaking, CITS works with foreigners other

than overseas Chinese but the division of labor is more apparent than real.) The permit can be granted in two days, but you should begin the process at least a week before you want to depart. You can travel only to sites approved for foreign tourists. In the busy seasons, popular spots may not be able to accommodate additional travelers, so it might not be possible to obtain permission for the requested period.

Travel permits are not required to make train reservations but permits must be shown when picking up the tickets. There are no round-trip tickets. One-way tickets for each leg of the journey can be obtained from the local *Luxingshe* (China Travel Service) office located in most tourist hotels or at the local train station. Good, inexpensive hot meals can be purchased on the train for about Y3-7 per meal. Noodle dishes cost Y1-2 per bowl, and hot "rice boxes" (tins of rice with some meat and vegetables) cost only 30 to 50 *fen*. Foreigners may be offered dishes of two or more grades (*biaozhun*); there is little difference in the quality or quantity of the various grades.

Train accommodations are of two types, soft and hard class. Soft (first) class cars have comfortable seats but lack the lively atmosphere and opportunities to mingle with Chinese travelers that one finds in hard class. Hard seat tickets are less expensive than soft class, but they do not always guarantee a seat in cars that are often quite crowded. Sleepers are of three kinds: compartments for four, compartments for six and open cubicles for six people. They differ in terms of padding, attention from train personnel, privacy and cost.

Hotel accommodations are fairly uniform, but rates vary widely throughout the country. Rooms do not always have private baths, so it is prudent to take along shower shoes and a bathrobe. Foreign students (*liuxuesheng*) are sometimes eligible for special hotel rates that are substantially less than the regular rates. In some cities, Suzhou and Xi'an for example, the fancier and more modern hotels are reserved for tourists; students and Chinese travelers stay in the older hotels. If space is available, students can sometimes get a room in one of the hotels for overseas Chinese at rates lower than in the tourist hotels. Accommodations in the less expensive hotels are quite adequate, but they do sometimes lack such amenities as air conditioning or private bath.

Foreigners of different status are subject to different regulations and expectations about when and how they should travel. Teachers and researchers are limited primarily by their own work schedules or the work plans of their unit. Students, on the other hand, are constrained by academic schedules and can travel only during Chinese national holidays, over the long summer break and during the three week vacation at Spring Festival (*Chunjie*) in late January or early February. While classes are in session, students usually are permitted to travel only between Saturday noon and Sunday evening whether or not they have Friday or Saturday classes; but, as always, there are exceptions. (See item V.A. in the Regulations Governing Foreign Students, Appendix A.)

Once they obtain a travel permit, however, students are freer than most other foreigners to choose their style of travel, to make their own arrangements and to travel with relatively little supervision or ceremony. Students can purchase tickets

directly from ticket agents or train stations, dispense with guides and hotel reservations, and once at their destination, wander about on foot, by bus or by rented bicycle.

Teachers and research scholars, or those with senior status, are expected to travel as tourists who pay tourist prices. American researchers who speak Chinese have been able to negotiate on their own to travel hard class and dispense with guides. It is a good idea, however, for anyone traveling during the tourist season to reserve a hotel room, especially in popular cities. This is done through the local office of the China Travel Service which will issue you a "Traveler's Request" slip to verify the reservation.

Most teachers have found their host units to be very willing to help plan and arrange for trips within China. At times the host units' eagerness to help make travel as easy and comfortable as possible have conflicted with teachers' desires to plan their own trips. More specifically, some teachers have wanted to travel hard class and without guides but their hosts have tried to persuade them to seek better accommodations and to rely on guides who can translate and explain points of interest. Those who have insisted, politely but firmly, have been able to make their own arrangements, but independent travel requires the ability to get along in Chinese.

Students can take special tours sponsored by their unit. These tours usually cover five or more cities in two to three weeks at a cost of about Y200-300. What these trips lack in spontaneity is made up by lower overall costs and opportunities to reach sites not always accessible to tourists or individual travelers. Some universities have invited researchers and teachers (and their families) to go along on these trips.

Whatever the style or the destination, you are encouraged to travel at every opportunity. There is no better way to enlarge your perspective about China, to lift your spirits and to meet Chinese people in an easy, natural way.

VII. Leaving China

There are two alternatives to choose from when planning to send goods back to the United States. Unaccompanied air freight is convenient but expensive (CAAC unaccompanied rates are Y7.4/kilo for printed matter, Y14.7/kilo for non-printed matter); sea mail is slow but inexpensive (for example, 120 kilos, Beijing-Boston, cost Y350 and was three months in transit). Air freight is handled by CAAC, sea freight by the Transportation Section of the local Friendship Store, China Travel Service or, in smaller cities, by the post office.

Changes in airline tickets are best arranged by a friend, relative or travel agent in the United States or Hong Kong. If you send a ticket back to the United States for validation or change of itinerary, be sure to mail it out at least six weeks before your departure date. Tickets purchased outside China are nearly always cheaper than those bought in China for the same flight.

When preparing to depart for home, you must secure a letter from your unit giving permission to take materials such as language texts issued by the unit out of the country, and letters of release from both your unit and the Academic Adviser in the U.S. Embassy. These and other bureaucratic details are fairly routine, but you should inquire about procedures early enough to move things through the system.

Although traditions vary from institution to institution and from place to place, generally it is difficult to leave expensive items with Chinese friends as gifts; it is even difficult to sell them to colleagues. Radios, typewriters, tape recorders, etc. are, on the one hand, much coveted, but, on the other hand, can cause awkward embarrassments. Foreigners should be sensitive to the following restrictions: (1) technically, all "hardware" brought into the country (e.g., recorders, cameras, etc.) should be taken out at departure — although this regulation is infrequently adhered to; (2) some of the goods you may wish to sell or give are restricted by ration coupons (e.g., it is illegal to give your bike to a colleague who does not have a ration coupon for a bike, especially when another staff member in the same work unit whom you may not know does have a bike coupon); (3) there is the chance you will provoke a great deal of jealousy among your Chinese colleagues in your selection of who will get what. Being sensitive to these restrictions will ensure that you can leave gracefully and still be gracious in what you leave behind.

Try to have someone from the host institution accompany you to the airport to help cut through red tape and speed you on your way. You will need foreign currency exchange slips and the customs declaration you filled out upon entry (any items listed but not taken out can be taxed). There is also a Y10 airport tax payable before seat assignment.

There is a ritual of leave-taking that begins a few weeks before departure: tea parties with cadres and colleagues from the unit, banquets, picture-taking sessions, exchanges of small gifts, dinner invitations from Chinese friends, parties with

foreign friends. The confusion of arranging the myriad bureaucratic details and sadness at leaving friends may be complicated by sudden professional opportunities as host units rush to comply with long-standing requests. Nevertheless, the ritualistic and hectic aspects of departure are helpful as you prepare to leave good friends, new colleagues and appreciative students. Your adventure in China will soon be over but not soon forgotten.

VIII. Appendices

APPENDIX A

Ministry of Education of the People's Republic of China

REGULATIONS GOVERNING THE ENROLLMENT OF FOREIGN STUDENTS IN INSTITUTIONS OF HIGHER EDUCATION IN CHINA
(1980)

I. **Categories of students admitted:**

A. Undergraduates:
Those who have graduated from secondary school and come to China to take up undergraduate studies in accordance with the schooling system of Chinese institutions of higher education. Undergraduate courses last from four to five years.

B. General advanced students:
Those who have finished at least two years of undergraduate studies and come to China to carry out further studies in their original field of specialty. The general advanced courses last from one to two years.

C. Senior advanced students:
Those who have graduated from a university and obtained their M.A. Degree or are Ph.D. candidates and come to China to take advanced level courses to further their academic studies on a particular topic. In general, senior advanced courses last one year.

II. **Qualifications and requirements for enrollment of foreign students:**

A. They must come on a voluntary basis and guarantee to observe the laws and decrees of the Chinese government and the regulations of the university or college in which they are enrolled. They must respect Chinese customs and habits. All must hold ordinary passports.

B. Before coming to China, they are required to decide upon a field of specialty or particular topic of study in accordance with the list of specialties provided by the Ministry of Education. They must state definitely the duration of their studies in China. After their arrival they are requested not to make any changes. In special cases, when a change is necessary, a formal application for such a change must be submitted through the embassies of the countries from which the students come. Applications for a change of specialty must be submitted within two months after arrival. Applications for an extension of the duration of studies must be submitted four months before the

original date of termination. Permission to change will be granted only upon agreement by the Chinese Ministry of Education.

C. Those intending to enroll as undergraduates in the sciences, technology, agriculture or medicine are required to take part in examinations before coming to China, and will be enrolled only if their results meet the requirements. Those intending to enroll as undergraduates in the liberal arts will not be examined for the time being, but their senior high school academic level should meet the requirements for enrollment. General advanced students will not be examined either. Senior advanced students are to undergo a test of academic level after arrival. If they fail to meet the requirements, they may be accepted as general advanced students if they apply for such a change and receive the approval of this Ministry. Those applying to study the fine arts must first submit samples of their art work and also recommendations from teachers at the level of associate professor or above.

D. Those who intend to enroll as undergraduates in the sciences, technology, agriculture or Western medicine and who have not studied the Chinese language before, are required to take a one-year elementary Chinese language course after arrival. Those who intend to study the liberal arts or traditional Chinese medicine and who have not studied the Chinese language before, are required to take a two-year elementary Chinese language course first. They will be allowed to take up their respective branch of study only after their competency in the language is proved. General advanced students must have attained a certain level in basic Chinese before coming to China, and if their level meets the requirements and they pass the language test after arrival, they may enter a university or a college directly. Those who have not attained adequacy in the language must take a one year improvement course in the Chinese language and will be allowed to study at a university or a college only after their competency in the language is proved. Senior advanced students must be able to understand lectures given in Chinese and read and consult reference materials written in Chinese, prior to coming to China.

The time spent in Chinese language study and improvement courses is not included in the period of schooling set for the specialties.

E. Undergraduates must be under twenty-five years of age. General and senior advanced students should be under thirty-five years of age. They must meet the "Health Requirements for Foreign Students in China" (see page 73) laid down by the Chinese Ministry of Education. Before coming to China, they must undergo a strict medical examination and must be equipped with formal health certificates provided by a hospital. Those who do not meet the health requirements should be dissuaded from coming to China. After arrival, they must undergo a medical re-examination and anyone who

is found to be falling short of the health requirements must leave the country within a month. The travel expenses for the return trip will be borne by the sponsor party or by the student concerned. The student will retain student status for one year.

F. It is for the Chinese Ministry of Education to make the assignment to universities or colleges. This will be done in accordance with an overall plan and the students' specialties or requirements for advanced level studies. Students may indicate one to three preferences of university or college in their "Application for admission of foreign students to study in China" which is to be filled out prior to coming to China. Their indicated preferences will be taken into consideration by this Ministry when it makes the assignments. Students are dissuaded from coming to China if they do not wish to accept assignment by this Ministry.

G. Those who live in the universities or colleges should follow pertinent rules and regulations, and will have roommates. Single rooms and living quarters for married people are not provided.

III. **Method of Enrollment:**

A. Enrollment of foreign students is to be discussed and agreed upon by the Chinese Embassies or Consulates and the appropriate departments of the countries concerned. When necessary, the Chinese Ministry of Education can take up the matter with the embassies concerned in China. In general no individual applications will be accepted.

B. Before July 10th each year, the sponsor party should send to the Chinese Embassies or Consulates a name list of those intending to enroll as undergraduates in China, along with the "Application for admission of foreign students to study in China" filled out by the applicants, academic certificates and health certificates. The list of general and senior advanced students as well as relevant certificates and materials should be sent by the sponsor party to the Chinese Embassies or Consulates or the Chinese Ministry of Education by the middle of May each year.

C. With the assistance of the departments of the countries concerned, Chinese Embassies or Consulates will assess those intending to enroll as undergraduates in the sciences, technology, agriculture or medicine to take part in examinations in mathematics, physics and chemistry. Enrollment will be in accordance with examination results.

D. The Chinese side will inform the sponsor parties, in the first half of August, of the names of applicants admitted, and will send the "Admission Notice" and "Regulations Governing the Enrollment of Foreign Students in Institutions of Higher Education in China" to the individual students. Students should bring with them their "Admission Notice" and arrive in China in time for registration. For undergraduates registration will take place from Sept. 1st to Sept.

30th, and for general and senior advanced students, from Sept. 1st to 15th. Those who fail to register within the period of time mentioned will be deprived of the right to enroll.

IV. Specialised studies, examinations, promotions and repetition of courses:

A. Undergraduates are required to follow strictly the teaching program of the university or college and in principle will attend classes together with Chinese students. General advanced students will pursue their studies in the field of specialty agreed upon and in accordance with the teaching program of the university or college (includes courses offering systematic study in the field of specialty as well as lectures on specific topcis). In general, the university or college will not assign tutors for general advanced students. Senior advanced students will carry on their studies mainly by themselves with regular guidance from tutors assigned by the university or college.

B. At the end of each term and academic year, undergraduates and general advanced students will take part in examinations or tests according to the teaching program of the university or college. Senior advanced students will receive only written assessments from their tutors. Students who do extremely well in their examinations and tests will receive public acknowledgement.

C. Undergraduates who fail two or more major subjects even after taking supplementary examinations should repeat the year. Students will be allowed to repeat a year only once. If after repeating the year they again fail two or more major subjects, they will be asked to terminate their studies and return home. General advanced students on a two-year limit may not continue their studies for the second year if they fail in the examinations of the first academic year.

V. Attendance, suspension, discontinuation of schooling and discipline:

A. Foreign students studying in China will have holidays on official Chinese holidays and during official Chinese festivals. They have summer and winter vacations according to the schedules of Chinese institutions of higher education. Chinese universities or colleges do not observe the national holidays and festivals of the foreign students. If the students ask for leave on such occasions, one to three days may be granted. Those who are not in Beijing and wish to spend their national holidays or festivals at their embassy in Beijing, will be granted five to seven days' leave (including the time spent en route). Permission to travel while a study term is in session will not be granted.

B. Foreign students who want to go home for health or other reasons or to go traveling to other countries, to Hong Kong or Macao, should ask for permission from their embassies which must submit a written application to the university or college authorities at least ten days in

advance. If foreign students ask for suspension or discontinuation of schooling, their embassies are requested to submit an application to the Ministry of Education of China.

C. During the period of their studies in China, foreign students who want leave for health or other reasons should apply, according to the proper procedure, to the university or college authorities. Any student who cannot catch up with his or her studies because of an absence of over two months will be temporarily suspended or asked to repeat the year. His or her name will be kept in the students' register for one year. Disciplinary action will be taken against those who absent themselves from classes without permission according to the rules and regulations of the university or college in which they are studying and serious offenders will be ordered to quit the university or college.

D. Those who do not observe university discipline, who damage public property, engage in scuffles and fights or otherwise conduct themselves badly will be punished, according to the seriousness of the offense, by being given a warning, having their offense recorded, being placed on probation and, in the last resort, by being expelled from the university or college. If those students who are placed on probation correct their errors within the period of one year, the disciplinary action taken against them will be rescinded. Otherwise they will be ordered to quit the university or college. Those who have violated the discipline of the university or college and are not permitted to continue their studies here should return home immediately.

VI. Academic certificates:

A. Undergraduates will receive diplomas upon completion of their courses if they meet the qualifications. Those who do not will receive certificates of attendance.

B. General and senior advanced students will receive certificates of attendance for advanced level studies after completion of their planned courses.

C. Those who leave university or college before completing their courses will receive certificates indicating the subjects and the length of time they have studied in China, but will not receive diplomas.

D. Those who wish to become candidates for an academic degree from a Chinese institution of higher education must proceed according to the rules and regulations of the Chinese academic degree system.

VII. Student expenses during the period of study in China:

A. Those awarded scholarships by the Chinese government will receive a monthly allowance of RMB 140 for general and senior advanced students. The money is for study and living expenses in China and cannot be remitted abroad. They are exempted from tuition (including costs for teaching equipment, instruction, practice in a field of specialization, etc.), lodging fees (including rent, electricity, water,

heating, beddings, etc.), medical fees (including those for clinic medical treatment, hospitalization, medicine, etc.) and fees for teaching materials. For those students on scholarship who come from tropical countries, the Chinese government will provide them with a subsidy to buy some winter clothing for the first year.

B. Self-supporting foreign students should pay for an academic year:
   (1) tuition: RMB 1,500 for undergraduates and general advanced students of the liberal arts;
   RMB 2,000 for undergraduates and general advanced students of the sciences, technology, agriculture and medicine;
   RMB 2,500 for senior advanced students.
   (2) lodging fees: RMB 540 (RMB 1.5/day for one bed);
   (3) clinic medicare: RMB 150 (hospitalization expenses will be covered by the individual student).

   The students can pay half of the total amount right after each term begins. Teaching material expenses, board, travel fares, accommodation and service fees on an organized school trip will be charged for in currency according to the actual costs. Self-supporting students must have financial guarantors.

C. Tours are organized by the universities or colleges during summer or winter vacations. Those on scholarship who do well in an all-round way are entitled to such tours and will receive preferential treatment. Self-supporting students may join the tours but at their own expense.

D. The traveling expenses incurred on the journey to China and the journey back home before or after completion of study are paid by the sponsors of the students or by the students themselves.

E. With regard to the above-mentioned expenses, if separate agreements exist between the two sides, such agreements will be effective.

VIII. Health requirements for foreign students in China:

Foreign students who come to study in China must be in good health, free from any serious or infectious diseases or severe physical handicaps. Before coming to China, the students should undergo a careful health check-up. Those who have any of the following diseases will not be admitted:

A. All kinds of active pulmonary tuberculosis, tuberculosis of other parts of the body, such as tuberculosis of kidney, bone, peritoneum, lymph glands, etc.

B. After an operation of thoracoplasty, or lobectomy (more than one lobe) of the lungs.

C. Serious chronic diseases such as bronchial asthma, bronchiectasis, rheumatic or rheumatoid arthritis, peptic ulcer, cirrhosis of liver, etc.

D. Organic cardiovascular diseases (rheumatic heart disease, congenital heart disease, coronary heart disease, etc.) and hypertension.

E. Acute or chronic infectious diseases, such as hepatitis, syphilis, etc.

F. Acute or chronic nephritis and serious diseases of urogenital system.

G. Serious anemia, comparatively obvious splenomegalia and other kinds of blood diseases.

H. Mental disease (including hysteria) or epilepsy, or a history of these kinds of diseases.

I. Serious neurosis, with frequent insomnia, headache, memory degeneration which prevent one from carrying on studies.

J. All kinds of cancer and other serious diseases, such as hyperthyroidism, diabetes, lupus erythematosus, pulseless, vasculitis, hemangioma, etc.

K. Cases of schistosomiasis, filariasis.

L. Leprosy and other infectious skin diseases, such as favus, tinea, extensive psoriasis, etc.

M. Mal-development of the body or serious disability or deformity of the body or the limbs.

N. Glaucoma, haemochrome deformation of retinitis and serious hindrance of the eyesight, such as serious myopia, astigmatism, hyperopia; serious hearing defects such as deafness, severe difficulty of hearing and speech faults such as hoarseness, inarticulateness, etc.

8.4

APPENDIX B

Ministry of Education of the People's Republic of China

REGULATIONS GOVERNING ACCEPTANCE OF FOREIGN RESEARCH SCHOLARS APPLYING TO CONDUCT SCIENTIFIC RESEARCH WORK IN HIGHER EDUCATION INSTITUTIONS IN CHINA (MARCH 1981)

1. The Ministry of Education of the People's Republic of China welcomes foreign research scholars who wish to conduct scientific research work in China, and thus achieve the aim of promoting academic exchanges between China and other countries, and enhance the friendship between the people of China and foreign countries.

2. As used here, the term "foreign research scholars" refers to those who propose to conduct scientific research work in institutions of higher education in China.

3. Generally speaking, foreign research scholars will come to China under intergovernmental exchange plans (with the exception of inter-school exchange agreements). The Ministry of Education is responsible for making arrangements for scholars who intend to conduct scientific research work in Chinese institutions of higher learning in accordance with intergovernmental exchange plans or other special agreements; it is not responsible for making any arrangements for conducting research in organizations other than institutions of higher education.

4. Application Procedures:

   In accordance with relevant agreements, the Ministry of Education will send the *Application Form for Foreign Research Scholars Applying to Conduct Scientific Research Work in Institutions of Higher Education in China* to concerned foreign embassies in China, foreign sponsoring organizations or individuals. Applicants should return the completed applications to China at least four months before planning to arrive in China. Two copies will be provided; one copy should be returned to the Chinese Ministry of Education; the second copy should be mailed to the higher education institution in China which the applicant wishes to enter. The appropriate embassy in China, foreign sponsoring organization or the research scholar should directly negotiate with the concerned institution of higher education and work out the specific details with the latter.

   If the application has been approved, the concerned institution of higher education in China will notify the applicant.

5. Expenses

(1) Research scholars who are paying for their own expenses will be charged a research fee of 500 *yuan* each month, payable in foreign currency. Those who are staying less than one half of a month will be charged for a full half month; those who are staying less than one month but over half a month will be charged for one full month. If the monthly payment of 500 *yuan* is not sufficient to cover the cost of research support, the research scholar must pay an additional amount of research expense in accordance with the requirement of the host organizations. In addition, research scholars are responsible for the following expenses incurred during their stay in China: food, accommodation, travel, medical treatment, reproduction of materials, survey trips in other parts of the country, etc.

(2) Research scholars who are paying for their own expenses but are exempted from research support charges in accordance with relevant agreements are responsible for the following expenses incurred during their stay in China: food, accommodation, travel, medical treatment, reproduction of materials, survey trips in other parts of the country, etc.

(3) Those who fall under a different agreement will be treated according to the terms of the agreement in question.

6. During residence in China, the foreign research scholar must observe the laws and decrees of the Chinese government, comply with the regulations of the host organization and respect the customs and habits of the Chinese people.

7. Foreign research scholars proposing to conduct research in China should select an institution of higher education located in an area that is open to foreigners. As a rule, foreign research scholars are not permitted to change research locations. If, due to the needs of his/her specialized field of study, a scholar must move to another organization or location to conduct research or survey, he/she must work out another plan with the host organization.

8. The foreign research scholar is permitted to conduct research or survey work only within areas that are open to foreigners. The Ministry of Education and concerned educational institutions usually do not make arrangements for such work in places that are not open to foreigners.

9. The foreign research scholar should submit his/her research plan to the host organization; with the approval of the host organiztion, he/she may conduct scientific research work independently. Once the plan has been set, it generally cannot be chaaged. At the conclusion of the research project, the research scholar should submit to the host organization a brief report and a list of the materials he/she intends to take with him/her. Materials which comply with the regulations of the host organization and the Chinese Customs may be taken out of the country.

If a foreign research scholar working independently needs the assistance of a Chinese research assistant, he/she should request such assistance at the time of application. The research assistant will be chosen by the Chinese side and the

wage standard for the research assistant will be decided by concerned authorities through consultation with the host organization. Wages will be paid by either the foreign scholar's sponsoring organization or the scholar himself/herself. Published results should indicate the contribution of the Chinese research assistant.

10. The foreign research scholar should submit all requests for materials to the host organization. Requests will be handled in accordance with the decrees of the Chinese government and the regulations of concerned departments.

11. Foreign research scholars who intend to conduct scientific research work independently must have a working knowledge of the Chinese language. No interpreters will be provided by the Chinese side.

12. Generally speaking, foreign research scholars in China are to be lodged in hotels. For those who are admitted to institutions of higher education that have appropriate facilities, room and board may be provided on campus with the consent of the institution. All food, accommodation and traveling expenses enroute to the place of research are to be borne by the scholar and the sponsoring organization.

13. Foreign research scholars are not encouraged to bring their family members to China. If they do bring dependents, the Chinese side will not assume responsibility for job placement, school enrollment, nursery arrangements, etc.

14. The regulations herein are not applicable to foreign scholars who are invited to China on lecture tours, short-term visiting tours or especially to participate in joint research projects in accordance with other agreements, as well as foreign research scholars who are sent to China to conduct scientific research work in a related higher education institution as part of an interschool agreement. In those cases, all arrangements and expenses will be handled according to the agreement.

APPENDIX C

INFORMATION CONCERNING THE RECRUITMENT OF FOREIGN LANGUAGE TEACHERS IN CHINA

The Foreign Experts Bureau (FEB) of the State Council recruits and sets hiring regulations for long term (more than six months) foreign language teachers. The latest regulations issued by the FEB (in 1980) were being revised as this handbook went to press. Available information about the new regulations is summarized below.

1. In the past few years, the FEB has focused on American teachers with experience largely in ESL or EFL; it is now interested mainly in university or college teachers with a rank of instructor or higher who have been teaching American students of English for three years or longer in subjects such as composition, creative writing, rhetoric or modern and contemporary English literature (novels, short stories, poetry, prose or survey of literature). The FEB is also interested in senior high school teachers who have been teaching English language for five years or longer to American students whose first language is English. Both the FEB and individual institutions also welcome applications from ESL or EFL teachers, however.

2. New salary scales have been determined and are as follows:

Group I (750-1000 *yuan*/month)	Associate or full professors teaching in their field of specialization; wage grades differ by increments of Y50
Group II (520-800 *yuan*/month)	Lecturers and assistant professors; wage grades differ by increments of Y40-50
Group III (360-560 *yuan*/month)	High school teachers, etc.; wage grades differ by increments of Y40

The home country position of the foreign teacher determines the basic category; precise salary grades depend on experience, specialty and task in China.

3. The FEB letter inviting a foreigner to teach in China specifies the initial salary level and the host institution. This letter, together with the letter of acceptance from the foreign teacher, is regarded by the Chinese side as a binding commitment to teach for a specific period. During the first two months of teaching, the foreigner will be paid the initial salary indicated in the letter of invitation; thereafter a formal contract will be signed that specifies a salary at least as high as the initial amount.

4. Transportation to and from China will be paid for the foreign expert as well as for the spouse and children under 12 (at time of arrival in China) if they stay at least 11 months (one academic year). If the foreign expert indicates in the letter of acceptance to the FEB that he/she intends to stay in China for a period of at least 11 months and then, after arrival in China, decides to leave sooner than the originally agreed upon time, the foreign expert must reimburse the Chinese institution for airfares and excess baggage expenses and pay his/her own return fare home. This is the case whether or not the formal contract has been signed.

5. Foreign experts are entitled to paid vacation travel inside China; the total cost to be covered and the places to be visited will be negotiated by the foreign expert and the host unit. If the foreign expert wishes to undertake travel that is more costly than the host unit is willing to cover, he/she must pay the difference.

6. Foreign experts will be allowed to assist in the design of courses and the selection of teaching materials. This is not a new policy but it will be enforced more rigorously than in the past when some units did not allow the foreign experts to play their full and proper role.

7. PRC institutions are now authorized to make arrangements directly with foreign experts and, conversely, foreign experts can deal directly with PRC institutions. The FEB functions as a placement and referral service; final contracts are between the institution and the teacher.

8. The excess baggage allowance for foreign experts and their dependents arriving by air is 24 kilos per person. When leaving China, the foreign expert may ship (at FEB expense) 1.5 cubic meters by surface carrier. If accompanied by dependents, the total is 4.5 cubic meters.

A new FEB brochure providing more detailed information is scheduled to be published in late 1981. Copies will be available from the U.S.-China Education Clearinghouse and from the Chinese Embassy. As a guide to individuals wishing to apply for a teaching position in China, the contents of curriculum vitae and required credentials requested by the FEB in 1980 are given below.

Contents of Curriculum Vitae

1. Personal Information
   Name, sex, nationality, date of birth, present address and present place of work
2. Academic Qualifications
   Pre-college, college or university, graduate school, major subject(s), degree(s)
3. Professional Experience
   Name of institution(s) and professional title(s), academic rank(s)
4. Publications
   List of materials published, dates of publication, brief descriptions of content
5. Health
   Any illnesses or any physical handicaps?

6. Projected time for coming to China
   Projected term of stay in China
7. Type of work preferred
8. Will your spouse come to China? Name of spouse, date of birth, nationality, education and state of health
9. Accompanying children
   Name, sex, date of birth, education and state of health
10. Have you traveled in other countries? For how long?
11. Have you other skills or qualifications?
12. Knowledge of foreign languages

Required Credentials

1. Academic Credentials
   Scholastic records such as reports on degree courses, diploma(s) or certificate(s)
2. Professional Credentials
   Certificates of previous professional activities
3. Letter(s) of Recommendation
   A letter from a university chancellor or a president of an institute or the dean (chairman) of your department or the head of your place of work
4. Publications
   Sample sections from your published articles or books
5. Health Report
   A health certificate issued by a certified doctor or a hospital within the last six months

APPENDIX D

SAMPLE CONTRACT FOR FOREIGN TEACHERS IN CHINA

Party A ( ) wishes to engage the services of Party B ( ) as a foreign staff member (or teacher). The two parties, in a spirit of friendly cooperation, agree as follows:

1. The period of service is fixed for calendar (or academic) year(s), commencing on and ending on .

2. The duties of Party B are as follows:

Party B shall complete on time the assignments as above mentioned. Party A shall provide Party B with the necessary conditions for work and give due consideration to suggestions made by Party B for the improvement of work. Both parties should actively cooperate with each other.

3. The working hours stipulated by the Chinese government are six (6) days a week, eight (8) hours a day. (Working hours of teachers shall be based on teaching hours.)

4. Party A shall pay Party B a monthly salary of *yuan renminbi*. Party B shall also be provided with benefits concerning living conditions according to the regulations attached to this contract.

5. Party B shall observe the laws, decrees and relevant regulations of the Chinese government and Party A's work regulations.

6. Neither party shall terminate this contract without cause prior to the agreed date of expiration. If Party B wants to terminate the contract, he/she must hand in a written application one (1) month before leaving China. Party B shall not stop working without Party A's permission. Party A shall cease to pay Party B his/her salary two (2) weeks after its consent to Party B's application and cease to provide Party B and family with relevant benefits concerning living conditions. All the traveling expenses for return shall be borne by Party B.

If Party B violates the laws and decrees of the Chinese government, Party A is entitled to terminate the contract. Party B shall be paid regularly for one (1) month after the termination of the contract. Party B shall arrange to leave the country within this period. The cost of the economy air ticket(s) and the cost of the luggage for a limited amount according to regulations (see the Attached Document) incurred by Party B and family within China shall be paid by Party A. The international traveling expenses shall be borne by Party B.

Party A is entitled to terminate the contract if Party B fails to do the job well. Within one (1) month after the termination of the contract, Party A shall arrange

for Party B and family to return. The cost of the economy air ticket(s) and the cost of the luggage for a limited amount according to regulations incurred by Party B and family shall be paid by Party A. Any other cost shall be borne by Party B.

7. If because of bad health, Party B has been absent from work for two (2) months in succession with a doctor's certificate and is still not able to work, Party A is entitled to terminate the contract prior to the agreed date of expiration and shall arrange for Party B to return within one (1) month in accordance with Party B's health. The cost of the economy air ticket(s) and the cost of the luggage for a limited amount according to regulations incurred by Party B and family shall be paid by Party A.

8. This contract is effective from the date of commencement of service. It may be extended on three (3) months' notice by either party prior to the date of expiration if both parties consent. The extension contract shall be signed and shall become an inseparable part of the original contract. Each term in this contract shall still be effective. If neither party requests an extension, or if one of the parties disagrees to the extension, this contract becomes void upon the expiration of the stipulated period of service.

9. Should any matter which is not provided for in this contract arise during the course of its performance, it shall be settled through consultation by the two parties.

10. This contract is written in Chinese and in English, both texts being equally authentic.

Signed on the day of , 19

Party A
(Signature)

Party B
(Signature)

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Attached Document

Regulations Concerning the Living Conditions of Foreign Experts Working in Cultural and Educational Establishments

Foreign experts (Party B) working in colleges, universities, press and publication institutions in China (Party A) are entitled to enjoy the following terms:

I. Salary

1. Party A shall fix Party B's salary according to his/her work and professional abilities, with consideration of his/her record of education and experience.

2. Party B's salary shall be arranged in two steps: first, before Party B comes to China, a provisional monthly salary shall be agreed upon by the two parties through correspondence or through the representative of China's agencies stationed abroad; second, after two (2) months of service by Party B, Party A shall formally fix Party B's regular monthly salary, which shall be retroactive from the date of Party B's commencement of service. (Party B's regular salary shall not be less than his/her provisional salary.)

3. Party B's monthly salary shall be exchanged for foreign currency under the following conditions:

If Party B has not brought his/her spouse or children to China, he/she may apply to Party A for a sum not exceeding fifty (50) percent of his/her monthly salary; if Party B has brought either spouse or children or both to China, he/she may apply for a sum not exceeding thirty (30) percent of his/her monthly salary; if Party B's spouse is also a foreign expert working in China and Party B has not brought his/her children to China, Party B may apply for a sum not exceeding fifty (50) percent of his/her monthly salary. Party B may exchange his/her foreign currency allowance every month or all at once before leaving China.

II. Free Services

1. If the period of service in China is one (1) calendar (or academic) year or more, Party B may bring his/her spouse and children under 12 (hereafter referred to as Party B's family). Party A shall purchase the economy air tickets for Party B and family from Party B's usual residence or temporary residence at the time of application on coming to the place of work in China, and on return home on expiration of the period of service, by the shortest way. If Party B goes by a roundabout route, the extra expenses shall be borne by Party B.

2. Party A shall pay the cost of the luggage by air incurred by Party B and family on coming to China and on their return on expiration of the period of serv-

ice, not exceeding twenty-four (24) kilograms per person (or seventy-two [72] kilograms for a family of more than three). Expenses for packing and delivering luggage between residence and airport in Party B's home country shall be borne by Party B. If Party B wants to have his/her luggage transported all the way by train or by sea, Party A shall pay Party B up to the amount which is the exact sum required for the shipment of the stipulated amount of luggage by air. This sum of money shall be paid to Party B for him/her to make his/her own arrangements.

3. If on coming to China, Party B needs to bring reference books or teaching materials, Party A shall pay Party B the cost of the extra luggage by air to be sent as unaccompanied luggage to an amount not exceeding twenty (20) kilograms.

4. Party A shall provide Party B and family with free housing (with toilet and bath), furniture, bed linen, heating and lighting. If Party B needs more housing or furniture, Party A shall try to satisfy his/her demand according to the circumstances, but the expenses shall be borne by Party B.

5. Party A shall provide Party B with free means of transport for going to and from work every day.

6. Party B and family shall enjoy subsidized medical service in accordance with China's medical system, but expenses incurred in fitting false teeth, cleaning teeth, cosmetic surgery, buying spectacles, board expenses in hospital and non-medical tonics shall be borne by Party B.

III. Other Benefits

1. In addition to China's legal holidays (New Year's Day, Spring Festival [three days], May First and National Day [two days]), Party B is entitled to one (1) month's vacation in China every year. If Party B works less than one (1) year but more than half a year (½ year), he/she is entitled to a two (2) week vacation. If Party B works less than half a year (½ year), he/she is not entitled to a vacation. The vacation time of those working in colleges and universities shall correspond with the summer or winter vacations. Party B shall receive his/her salary as usual during vacation. If Party B has worked for one (1) calendar (or academic) year, he/she shall be given an additional six hundred (600) yuan renminbi vacation allowance. If Party B enjoys a two (2) week vacation, he/she shall be given half (½) of the stipulated allowance. The vacation allowance shall not be exchanged for foreign currency.

2. If Party B comes to China alone (without spouse or children) and is on a contract of two (2) or more years, he/she may spend the vacation visiting his/her home country once at the end of each year's work. The duration of the visit, including travel both ways, shall not exceed one (1) month (or a summer vacation or a winter vacation). Party A shall purchase the economy air tickets both ways. During the period of vacation, Party B shall receive that month's salary as usual, all of which can be exchanged for foreign currency, but Party B shall not receive the vacation allowance.

If after his/her home visit Party B brings his/her family members to China, all expenses incurred by his/her family members shall be borne by Party B.

3. If Party B is absent from work with a doctor's certificate because of sickness for a period not exceeding two (2) months, he/she shall receive his/her salary as usual. If the absence exceeds two (2) months and Party A does not terminate the contract, Party B shall thereafter receive eighty (80) percent of his/her salary until he/she resumes work.

If leave for personal reasons requested by Party B does not exceed ten (10) days a year, Party B shall be paid as usual. A deduction in salary shall be made for each day in excess of the ten (10) days.

Maternity leave shall be two (2) months (covering the period before and after the delivery). During the period of maternity leave, Party B shall receive her salary as usual. If on the expiration of maternity leave, Party B asks for more leave with a doctor's certificate, her salary shall be paid according to the regulations concerning sick leave.

4. Termination pay shall be granted Party B on the following scale when Party B leaves China at the end of the period of service: half a month's (½ month's) salary for service of one (1) full calendar (or academic) year; one (1) month's salary for service of two (2) full calendar (or academic) years; and so on on this basis. No termination pay shall be granted Party B if he/she works less than one (1) calendar (or academic) year. Termination pay may be exchanged for foreign currency.

APPENDIX E

AGREEMENT ON SCIENCE AND TECHNOLOGY AND MEMORANDUM OF UNDERSTANDING ON EDUCATIONAL EXCHANGES BETWEEN THE UNITED STATES AND CHINA

AGREEMENT BETWEEN THE GOVERNMENT OF THE UNITED STATES OF AMERICA AND THE GOVERNMENT OF THE PEOPLE'S REPUBLIC OF CHINA ON COOPERATION IN SCIENCE AND TECHNOLOGY

The Government of the United States of America and the Government of the People's Republic of China (hereinafter referred to as the Contracting Parties);

Acting in the spirit of the Joint Communique on the Establishment of Diplomatic Relations between the United States of America and the People's Republic of China;

Recognizing that cooperation in the fields of science and technology can promote the well-being and prosperity of both countries;

Affirming that such cooperation can strengthen friendly relations between both countries;

Wishing to establish closer and more regular cooperation between scientific and technical entities and personnel in both countries;

Have agreed as follows:

ARTICLE 1

1. The Contracting Parties shall develop cooperation under this Agreement on the basis of equality, reciprocity and mutual benefit.

2. The principal objective of this Agreement is to provide broad opportunities for cooperation in scientific and technological fields of mutual interest, thereby promoting the progress of science and technology for the benefit of both countries and of mankind.

ARTICLE 2

Cooperation under this Agreement may be undertaken in the fields of agriculture, energy, space, health, environment, earth sciences, engineering and such other areas of science and technology and their management as may be mutually agreed, as well as educational and scholarly exchange.

ARTICLE 3

Cooperation under this Agreement may include:

a. Exchange of scientists, scholars, specialists and students;
b. Exchange of scientific, scholarly and technological information and documentation;
c. Joint planning and implementation of programs and projects;
d. Joint research, development and testing and exchange of research results and experience between cooperating entities;
e. Organization of joint courses, conferences and symposia;
f. Other forms of scientific and technological cooperation as may be mutually agreed.

ARTICLE 4

Pursuant to the objectives of this Agreement, the Contracting Parties shall encourage and facilitate, as appropriate, the development of contacts and cooperation between government agencies, universities, organizations, institutions and other entities of both countries, and the conclusion of accords between such bodies for the conduct of cooperative activities. Both sides will further promote, consistent with such cooperation and where appropriate, mutually beneficial bilateral economic activities.

ARTICLE 5

Specific accords implementing this Agreement may cover the subjects of cooperation, procedures to be followed, treatment of intellectual property, funding and other appropriate matters. With respect to funding, costs shall be borne as mutually agreed. All cooperative activities under this Agreement shall be subject to the availability of funds.

ARTICLE 6

Cooperative activities under this Agreement shall be subject to the laws and regulations in each country.

ARTICLE 7

Each Contracting Party shall, with respect to cooperative activities under this Agreement, use its best efforts to facilitate prompt entry into and exit from its territory of equipment and personnel of the other side, and also to provide access to relevant geographic areas, institutions, data and materials.

ARTICLE 8

Scientific and technological information derived from cooperative activities under this Agreement may be made available, unless otherwise agreed in an implementing accord under Article 5, to the world scientific community through customary channels and in accordance with the normal procedures of the participating entities.

ARTICLE 9

Scientists, technical experts and entities of third countries or international organizations may be invited, upon mutual consent of both sides, to participate in projects and programs being carried out under this Agreement.

ARTICLE 10

1. The Contracting Parties shall establish a US-PRC Joint Commission on Scientific and Technological Cooperation, which shall consist of United States and Chinese parts. Each Contracting Party shall designate a co-chairman and its members of the Commission. The Commission shall adopt procedures for its operation, and shall ordinarily meet once a year in the United States and the People's Republic of China alternately.

2. The Joint Commission shall plan and coordinate cooperation in science and technology, and monitor and facilitate such cooperation. The Commission shall also consider proposals for the further development of cooperative activities in specific areas and recommend measures and programs to both sides.

3. To carry out its functions, the Commission may when necessary create temporary or permanent joint subcommittees or working groups.

4. During the period between meetings of the Commission, additions or amendments may be made to already approved cooperative activities, as may be mutually agreed.

5. To assist the Joint Commission, each Contracting Party shall designate an Executive Agent. The Executive Agent on the United States side shall be the Office of Science and Technology Policy; and on the side of the People's Republic of China, the State Scientific and Technological Commission. The Executive Agents shall collaborate closely to promote proper implementation of all activities and programs. The Executive Agent of each Contracting Party shall be responsible for coordinating the implementation of its side of such activities and programs.

ARTICLE 11

1. This Agreement shall enter into force upon signature and shall remain in force for five years. It may be modified or extended by mutual agreement of the Parties.

2. The termination of this Agreement shall not affect the validity or duration of any implementing accords made under it.

DONE at Washington this 31st day of January 1979 in duplicate in the English and Chinese languages, both equally authentic.

FOR THE GOVERNMENT OF THE UNITED STATES OF AMERICA:	FOR THE GOVERNMENT OF THE PEOPLE'S REPUBLIC OF CHINA:
Jimmy Carter	Deng Xiaoping

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UNDERSTANDING ON THE EXCHANGE OF STUDENTS AND SCHOLARS BETWEEN THE UNITED STATES OF AMERICA AND THE PEOPLE'S REPUBLIC OF CHINA

An understanding on educational exchanges between the United States and China was reached in Washington, DC in October 1978 during discussions between the Chinese education delegation headed by Dr. Chou Pei-yuan, Acting Chairman of the PRC Science and Technology Association, and the U. S. education delegation headed by Dr. Richard C. Atkinson, Director of the National Science Foundation, as follows:

1. Both sides agreed they would pursue a program of educational exchange in accordance with and in implementation of the spirit of the Shanghai Communique;

2. There will be a two-way scientific and scholarly exchange which will provide mutual benefit to both countries;

3. The exchanges will include students, graduate students and visiting scholars for programs of research and study in each country;

4. The two sides exchanged lists of fields in which its students and scholars are interested and lists of institutions where they wish to work. Each side will use its best efforts to fulfill the requests of the other for study and research opportunities. Each side will expeditiously grant visas for such exchanges in accordance with its laws and regulations;

5. The sending side will pay the costs associated with its participants;

6. Both sides may take full advantage of any scholarships which may be offered;

7. Each side will be responsible for the implementation of the program in its territory, including responsibility for providing advice to the other side and relevant information and materials about the universities and research institutions concerned;

8. The two sides agreed that the students and scholars sent by both sides should observe the laws and regulations and respect the customs of the receiving country;

9. The Chinese side indicated it wishes to send a total of 500 to 700 students and scholars in the academic year 1978-1979. The United States side indicated it wishes to send 10 students in its national program in January 1979 and 50 students in its national program by September 1979 as well as such other numbers as the Chinese side is able to receive. Both sides agreed to use their best efforts to implement such programs;

10. To set each year the number of students and scholars to be exchanged and to discuss the progress of the program of exchanges, the two sides will meet when necessary. Consultations on important matters may also be held by the governments of the two countries. In addition, both sides will encourage direct contacts between the universities, research institutions and scholars of their respective countries;

11. Both sides believe that the discussions mark a good beginning and have opened up the prospect of broadened opportunities for exchanges between the two

countries in the fields of science, technology and education as relations between them improve. Both sides also believe that such exchanges are conducive to the promotion of friendship and understanding between their two peoples.

APPENDIX F

SELECTED READING LIST

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APPENDIX G

U.S. BANKS WITH FULL CORRESPONDENT RELATIONS WITH THE BANK OF CHINA

The banks listed below have full correspondent relations with the Bank of China which allows you to have funds transferred by wire, check or letter of credit at your request or the request of your authorized agent in the United States. You might want to open an account with one of these banks before leaving for China, especially for a lengthy stay.

ALABAMA

Birmingham

First National Bank of Birmingham

ARIZONA

Phoenix

Valley National Bank of Arizona

CALIFORNIA

Los Angeles

California First Bank
Crocker National Bank
Security Pacific National Bank
United California Bank

San Francisco/Oakland

Bank of America
Bank of California, N.A.
Central Bank
Wells Fargo Bank, N.A.

DISTRICT OF COLUMBIA

American Security Bank, N.A.

GEORGIA

Atlanta

Trust Co. Bank

HAWAII

Honolulu

Bank of Hawaii

ILLINOIS

Chicago

Continental Illinois National Bank and Trust Co. of Chicago
First National Bank of Chicago
Northern Trust Co.

MARYLAND

Baltimore

First National Bank of Maryland

MASSACHUSETTS

Boston

First National Bank of Boston

MICHIGAN

Detroit

Manufacturers National Bank of Detroit
Michigan National Bank of Detroit

MINNESOTA

Minneapolis

First National Bank of Minneapolis

NEW YORK

New York City

Allied Bank International
American Express International Banking Corp.
Bankers Trust Co.
Chase Manhattan Bank, N.A.
Chemical Bank
Citibank, N.A.
European American Bank and Trust Co.
Irving Trust Co.
Manufacturers Hanover Trust Co.
Morgan Guaranty Trust Co. of New York
Republic National Bank of New York

NORTH CAROLINA

Charlotte

North Carolina National Bank

OREGON

Portland

First National Bank of Oregon

PENNSYLVANIA

Philadelphia

First Pennsylvania Bank, N.A.
Girard Bank
Philadelphia National Bank
Provident National Bank

Pittsburgh

Pittsburgh National Bank

SOUTH CAROLINA

Columbia

South Carolina National Bank

TENNESSEE

Memphis

Commerce Union Bank

TEXAS

Dallas

First National Bank in Dallas
Mercantile Bank
Republic National Bank of Dallas

Houston

First City National Bank of Houston
Texas Commerce Bank, N.A.

WASHINGTON

Seattle

Pacific National Bank of Washington
Rainier National Bank
Seattle First National Bank

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APPENDIX H

SELECTED INFORMATION ON POSTAL AND CUSTOMS REGULATIONS OF THE PEOPLE'S REPUBLIC OF CHINA

Since postal and customs regulations are subject to change at any time, it is prudent to check with the U.S. Postal Service and/or the Chinese Embassy as you prepare to mail or carry specific items to China. To help you plan, *selected* regulations in effect as of 1981 are summarized below.

Postal Regulations

The following items may *not* be mailed to China:

- currency, checks, securities and other financial instruments
- perishable biological materials (except for serums, vaccines and required medications which cannot easily be obtained in China)
- arms, ammunition and explosives of all kinds
- radio telegraph receivers and transmitters
- narcotics and poisonous drugs
- large amounts of used clothing for other than personal use
- used bedding
- material that is "harmful politically, economically, culturally or morally to China"

Gift parcels are admitted without an import permit if the value of the parcel does not exceed 50 *yuan*. Each family can receive no more than four gift parcels per year, with no single parcel valued at more than 50 *yuan*.

All parcels must be sealed. Combined length and girth of parcels is not to exceed 6 feet.

Customs Regulations

The tariff on *selected* items is as follows:

- medical and scientific instruments, electronic calculators 20%
- medicines and patent medicines 50%
- household and office equipment, tape recorders, cutlery, hand tools, spare parts and accessories 50%
- sporting goods and musical instruments 50%
- radios, record players, spare parts and accessories 100%
- bicycles, other types of vehicles, spare parts and accessories 100%

APPENDIX I

APPROXIMATE COSTS OF HOTEL ROOMS, FOOD, SERVICES, TRAIN TRAVEL, CLOTHING, LUGGAGE AND SPORTS EQUIPMENT

The figures listed below are based on information received from students, research scholars and teachers who have lived in China. Prices continue to rise; these are accurate for 1980 only and are given to help you estimate your living expenses.

Hotel Rates and Food Costs

BEIJING	
Friendship Hotel (*Youyi binguan*)	double — Y19/day food — Y10/day
Overseas Chinese Hotel (*Huaqiao daxia*)	single — Y28/day
GUANGZHOU (CANTON)	
Zhongshan University	food — Y2.50 (lunch and supper)
Dongfang Hotel	double — Y50/day food — Y10/day
JINAN	
Jinan Hotel	double — Y28/day food — Y10/day
HANGZHOU	
Hangzhou Hotel	single — Y360/month food — Y200/month
NANJING	
Shuangmenlou binguan	single — Y30/day double — Y50/day food — Y15/day (Y9 breakfast and dinner, Y6 lunch)

Nanda Campus, foreign experts' housing	3 rooms and bath — Y10/day
Nanda Campus, foreign students' dormitory	single, no bath — Y8/day (for researchers)

SUZHOU

Suzhou Hotel	single — Y30/day food — Y15/day

Note: Hotels for overseas Chinese visitors charge Y15/day for a room, Y8/day for meals. Some foreigners whose spouses are overseas Chinese have been able to use these hotels.

Services

Interpreters' fees	Y15/day or Y200-Y360/month
Day care (Beijing)	Y40/week
Laundry Service	Y.5-Y2/piece (average Y2/day for two people)
Babysitter (Guangzhou)	Y150/month
Housekeeper and Babysitter (Nanjing)	Y50/month
Cook (Nanjing)	Y40/month
Cook (Guangzhou)	Y250/month
Taxis	Y.5/kilometer (Y5 — *Shuangmenlou binguan* to Nanda Campus Y10 — *Youyi binguan* to Beijing Hotel Y5 — Fudan Campus to Peace Hotel)
Reserved car to work unit (Beijing)	Y10/day roundtrip
Bus Pass (Nanjing)	Y5/month

Train Travel

One-way Fares

Guangzhou - Beijing	Hard sleeper — Y63 (student)
Nanjing - Shanghai	Soft sleeper — Y200 Soft seat — Y20

Field Work

One week trip to a commune about 150 miles away	Y200

Clothing, Luggage and Sports Equipment

woolen long underwear	Y35
silk undershirt	Y9 – 14
men's cotton underwear	Y3 – 4
terry cloth bathrobe	Y20
plastic shower shoes (essential for dormitory dwellers)	Y3
woolen sweater	Y25
cashmere sweater	Y50 – 70
down jacket	Y50
down vest	Y25
Chinese overcoat	Y45 and up
padded silk jacket	Y55
fur hat (depending on fur)	Y10 and up
woolen and cashmere scarf	Y7 – 12
leather shoes	Y25 and up
cloth shoes	Y5 and up
sneakers	Y12 – 24
cotton shirt and blouse	Y7 and up
sweatshirt and running suit	Y7 per piece
canvas and leather bags of all sizes	Y7 and up
luggage, fabric and leather	Y45 – 100
sheet	Y12
quilt, cotton	Y35
quilt, down	Y100
woolen blanket	Y40 – 60
volleyball and basketball	Y25 – 30
baseball, tennis equipment and other sports equipment are available for reasonable prices	
umbrella, collapsible and regular	Y5 – 25

Items not easily found in 1980:

men's walking shorts
bathing suits
good running shoes
sturdy leather shoes and boots
woolen socks
warm slippers
lined leather boots for winter
Western-style dresses and women's slacks
flannel nightgowns
shower caps
inexpensive watches
diapers and plastic pants

APPENDIX J

LOCATIONS OF U.S. EDUCATION REFERENCE COLLECTIONS IN CHINA AND THE GENERAL MATERIALS CONTAINED THEREIN

COLLECTION LOCATIONS

Beijing (Peking):

Bureau of Foreign Affairs
Ministry of Education
Beijing 100806
People's Republic of China

National Beijing Library
1 Wenjing Jie
Beijing 100800
People's Republic of China

Beijing American Library
American Embassy
2 Xiushui Dong Jie
Beijing 100610
People's Republic of China

Shanghai:

Bureau of Higher Education
500 Shanxi Bei Lu
Shanghai 200041
People's Republic of China

Shanghai Municipal Library
Nanjing Xi Lu
Shanghai 200003
People's Republic of China

Press and Cultural Section
American Consulate – General
1469 Huaihai Zhong Lu
Shanghai 200031
People's Republic of China

North China Region:

Tianjin Municipal Library
22 Chengde Dao
Tianjin 300031
People's Republic of China

Northeast China Region:

Liaoning Provincial Library
Da Nanmen
Shenyang, Liaoning Province
110012
People's Republic of China

Jilin Provincial Library
Changchun, Jilin Province 130021
People's Republic of China

Heilongjiang Provincial Library
1A Fendou Lu
Harbin, Heilongjiang Province
People's Republic of China

Northwest China Region:

Shaanxi Provincial Library
146 Xi Da Jie
Xi'an, Shaanxi Province 710001
People's Republic of China

Gansu Provincial Library
Lanzhou, Gansu Province 730030
People's Republic of China

East China Region:

Nanjing Library
66 Chengxian Jie
Nanjing, Jiangsu Province 210018
People's Republic of China

Shandong Provincial Library
297 Danning Hu Lu
Jinan, Shandong Province 250011
People's Republic of China

Zhejiang Provincial Library
54 Daxue Lu
Hangzhou, Zhejiang Province
310009
People's Republic of China

Fujian Normal University Library
Changanshan
Fuzhou, Fujian Province
People's Republic of China

Central South China Region:

Zhongshan Library
71 Wende Lu
Guangzhou, Guangdong Province
350001
People's Republic of China

Henan Provincial Library
Yousheng Lu
Zhengzhou, Henan Province
450053
People's Republic of China

Hubei Provincial Library
45 Wuluo Lu
Wuchang, Wuhan, Hubei
Province 430060
People's Republic of China

Hunan Provincial Library
265 Zhongshan Lu
Changsha, Hunan Province
410002
People's Republic of China

Southwest China Region:

Sichuan Provincial Library
222 Dongfeng Lu
Chengdu, Sichuan Province
610016
People's Republic of China

Yunnan Provincial Library
Kunming, Yunnan Province
650031
People's Republic of China

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GENERAL REFERENCE WORKS CONTAINED IN THE COLLECTIONS

1. *Accredited Programs Leading to Degrees in Engineering Technology, 1979* — Engineers Council for Professional Development, New York, 1979, pb 12 pages.
2. *Allied Health Education Directory* — Council on Medical Education of the American Medical Association, Chicago, Illinois, 1978, pb 503 pages.
3. *Barron's Guide to the Two-Year Colleges* — William R. Graham, Barron's Educational Series, Woodbury, New York, 1979, pb 2 volumes: I-264 pages; II-106 pages.
4. *The College Blue Book, 17th Edition* — MacMillan Publishing Company, New York, 1979, pb 3 volumes: I-835 pages; II-519 pages; III-824 pages.
5. *The College Handbook 1979-80, 17th Edition* — The College Board, New York, 1980, 1679 pages.
6. *Comparative Guide to American Colleges, 8th Edition* — James Cass and Max Birnbaum, Harper and Row, New York, 1977, pb 1017 pages.
7. *Costs at U.S. Educational Institutions* — Institute of International Education, New York, 1979, pb 156 pages.
8. *Doctor of Philosophy Degree* — Council of Graduate Schools, Washington, DC, 1977, pb 13 pages.
9. *Engineering Education — Alternative Programs* — Engineers Council for Professional Development, New York, 1978, 1 page.
10. *Engineering Education — Engineering College Research and Graduate Study* — American Society for Engineering Education, Washington, DC, 1979, pb 254 pages.
11. *Engineering Education in the United States* — Institute of International Education, New York, 1973, pb 39 pages.
12. *English Language and Orientation Programs in the United States* — Institute of International Education, New York, 1980, pb 144 pages.
13. *Entering Higher Education in the United States — A Guide for Students from Other Countries* — The College Board, New York, 1977, pb 59 pages.
14. *Financial Planning for Study in the United States — A Guide for Students from Other Countries* — The College Board, New York, 1976, pb 43 pages.
15. *Graduate Programs and Admissions Manual 1977-79* — Council of Graduate Schools, Washington, DC, 1977, 4 volumes: I-198 pages; II-216 pages; III-214 pages; IV-302 pages.
16. *Graduate Study in Management 1978-79* — Educational Testing Service, Princeton, New Jersey, 1978, pb 559 pages.
17. *Guide for Study in the U.S.* (bilingual edition) — U.S. International Communication Agency, Hong Kong, 1980, 130 pages.

18. *Guidelines for Selecting English Language Training Programs* — Center for Applied Linguistics, Arlington, Virginia, 1978, pb 10 pages.

19. *Guide to Graduate Programs in Economics and Agricultural Economics* — The Economics Institute, University of Colorado, Boulder, Colorado, 1977, pb 328 pages.

20. *Introduction to American Colleges and Universities* (Chinese) — U.S. International Communication Agency, Hong Kong, 1979, 104 pages.

21. *Lovejoy's Career and Vocational School Guide, 5th Edition* — Simon and Schuster, New York, 1978, pb 142 pages.

22. *Map of Universities and Colleges* — National Association of College Admissions Counselors, Skokie, Illinois.

23. *The Master's Degree* — Council of Graduate Schools, Washington, DC, 1976, pb 12 pages.

24. *National Liaison Committee on Foreign Students, Overseas Counselors' Manual* — The College Board, New York, 1976, looseleaf binder, 88 pages.

25. *1979-1980 Accredited Institutions of Postsecondary Education* — American Council on Education, Washington, DC, 1979, pb 382 pages.

26. *Orientation Materials for Chinese Scholars and Students* — U.S.-China Education Clearinghouse, Washington, DC, 1981.

27. *Peterson's Annual Guides to Graduate Study 1980* — Peterson's Guides, Princeton, New Jersey, 1980, pb 5 volumes: I-570 pages; II-924 pages; III-1585 pages; IV-606 pages; V-614 pages.

28. *Peterson's Annual Guide to Undergraduate Study 1980* — Peterson's Guides, Inc., Princeton, New Jersey, 1980, pb 1960 pages.

29. *A Selected List of Major Fellowship Opportunities and Aids to Advanced Education for Foreign Nationals* — National Research Council, Washington, DC, 1976, pb 23 pages.

30. *Sources of Financial Aid Available to Students and Scholars from the People's Republic of China* — U.S.-China Education Clearinghouse, Washington, DC, 1980, pb 13 pages.

31. *Student Expenses at Postsecondary Institutions 1979-80* — The College Board, New York, 1979, pb 84 pages.

32. *The United States System of Education* (bilingual edition) — U.S. International Communication Agency, Hong Kong, 1979, 32 pages.

33. *Visiting the U.S.A.* (bilingual edition) — World Today Press, Hong Kong, 1973, 118 pages.

APPENDIX K

UNIVERSITIES, COLLEGES AND DEPARTMENTS OPEN TO FOREIGN STUDENTS (1981)

Most colleges and universities in China do not accept foreign students; those that do, permit them to enroll in only a limited number of specialities (departments). The Ministry of Education list of schools and departments open to foreign students in 1981 is reproduced below. This list does not include institutions that admit foreign students to special language programs during the summer or, in some instances, the regular academic year.

During 1979-1980, American students attended a number of the schools and departments listed below. Their observations, and brief descriptions of selected schools and specialities, are summarized in the second half of this appendix.

A LIST OF SPECIALITIES IN CHINESE UNIVERSITIES AND COLLEGES OPEN TO FOREIGN STUDENTS

(1981)

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Beijing Languages Institute (Beijing)	Modern Chinese	Chinese; An introduction to Chinese phonetics; Chinese literature and vocabulary; Modern Chinese grammar; Chinese grammar and rhetoric; Translation; Composition; Reading of Chinese novels; Selected readings from literary works of past dynasties; Selected readings from the Chinese classics; Selected reading of newspaper articles; Listening and oral Chinese; etc.	Undergraduate Advanced student	4 years 1 year
	Elementary Chinese	Chinese Readers, BOOK I, II, III, IV.		
Beijing University (Beijing)	Chinese Language and Literature	Chinese; Modern literature; An introduction to literature; Ancient Chinese; Classical literature; Folk literature; History of Chinese language; Philology; Selected reading of criticism; etc.	Undergraduate	4 years
	Chinese Literature	Classical literature; Modern and contemporary literature; Psychology of literature and art; Selections from Chinese literary works; Folk literature; Modern Chinese grammar; Philology; History of Chinese language; Ancient Chinese; etc.	Advanced student	1 year
	Chinese History	Ancient Chinese history; Modern Chinese history; History of new-democratic revolution in China; Classical Chinese; etc.	Undergraduate Advanced student	4 years 1 year

	Philosophy	Dialectical and historical materialism; Selected readings from the philosophical works of Marx and Engels; Selected readings from the philosophical works of Mao Zedong; Dialectics of nature; History of Chinese revolution; Political economy; History of Chinese philosophy; etc.	Undergraduate Advanced student	4 years 1 year
	Political Economy	Political economy; *Das Kapital;* Management of national economy; International trade and finance; An introduction to international economy; The ideological history of Chinese economy; Modern history of Chinese economy; Chinese geographical economics; Foundations of sectional economy; Basic knowledge of accounting; etc.	Advanced student	1 year
	Archaeology	Archaeology of dynastic history; Archaeological studies of specific subjects; Archaeological techniques; Paleography; Drawing and surveying; Field archaeology; etc.	Advanced student	1 year
Fudan University (Shanghai)	Classical Literature	History of Chinese Classical literature; Classical Chinese; Theory of Literature; Lectures on Chinese culture, etc.	Advanced student	1 year
	Modern Literature	Modern Chinese literature; Ancient Chinese; Modern Chinese; Theory of literature; Lectures on Chinese culture; etc.	Advanced student	1 year
	Ancient Chinese History	Ancient Chinese history; etc.	Advanced student	1 year
	Modern and Contemporary Chinese History	Modern and contemporary Chinese history; etc.	Advanced student	1 year

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Fudan University (Cont.)	History of Chinese Philosophy	History of Chinese philosophy; Selected readings of original works on history of Chinese philosophy; Chinese Buddhist philosophy of the Song Ming Li Xue (a Confucian school of idealist philosophy of the Song and Ming Dynasties); etc.	Advanced student	1 year
Nanjing University (Nanjing)	Chinese	Modern Chinese grammar, phonetics, literature, vocabulary; Selected readings of modern Chinese; Oral Chinese; Translation; Selected readings of ancient Chinese; Ancient Chinese grammar; Phonology; etc.	Advanced student	1 year
	Chinese Literature	History of ancient Chinese literature; History of modern and contemporary Chinese literature; Selected readings of ancient Chinese literature; Selected readings on modern and contemporary Chinese literature; etc.	Advanced student	1 year
	Chinese History	Ancient Chinese history; Modern Chinese history; Contemporary Chinese history; Selected readings on Chinese history; etc.	Advanced student	1 year
	Archaeology	Ancient Chinese history; Archaeology of the Six Dynasties; Stone implement archaeology; etc.	Advanced student	1 year

	History of Chinese Philosophy	History of ancient philosophy; History of modern philosophy; Selected readings of philosophical history; Methodology of Chinese philosophical history; Lecture on Chinese atheism; Lecture on Chinese Buddhism.	Advanced student	1 year
	Political Economy	Political economy; History of Chinese economics; Economic development of the rural people's commune; etc.	Advanced student	1 year
Nankai University (Tianjin)	Chinese Language and Literature	Outline of linguistics; Modern Chinese language; Ancient Chinese language; Outline of literature; History of ancient Chinese literature; History of modern Chinese literature; etc.	Advanced student Undergraduate	1 year 4 years
	Ancient Chinese History	Comprehensive Chinese history; Ancient Chinese history; Selected historical readings; Theories of history; etc.	Advanced student	1 year
	Modern Chinese History	Comprehensive Chinese history; Modern Chinese history; selected historical readings; Theories of history; etc.	Advanced student	1 year
	Contemporary Chinese History	Comprehensive Chinese history; Contemporary Chinese history; Selected historical readings; Theories of history; etc.	Advanced student	1 year
Liaoning University (Shenyang)	Chinese	Modern Chinese; Chinese language practice; Ancient Chinese; Phonology; Rhetoric; Philology; Outline of linguistics; etc.	Advanced student	1 year

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Liaoning University (Cont.)	Classical Chinese	Classical literature; Ancient Chinese language; Chinese language practice; Theories of literature; Study of *Shi Ji*; Study of poetry of Tang and Song Dynasties; etc.	Advanced student	1 year
	Modern Literature	Modern literature; Chinese language practice; Theories of literature; Study of works by modern and contemporary writers; etc.	Advanced student	1 year
	Ancient Chinese History	Ancient Chinese history; Middle-ages history of China; Selected readings of ancient Chinese history; History of ancient Chinese thoughts; History of Chinese historiography; History of Liao and Jin Dynasties; History of Ming and Qing Dynasties; Local history of North East China; etc.	Advanced student	1 year
	Modern Chinese History	Modern Chinese history; Selected historical readings; History of modern Chinese political thought; History of modern Chinese economy; Modern Chinese military history; etc.	Advanced student	1 year
	Contemporary Chinese History	Contemporary Chinese history; Study of Mao Zedong thought; History of China's land reform; etc.	Advanced student	1 year

Shandong University (Jinan)	Chinese Language and Literature	Composition; Modern Chinese; An introduction to linguistics; An introduction to literature; History of ancient Chinese literature; History of modern Chinese literature; History of contemporary Chinese literature; Ancient Chinese; etc.	Advanced student	1 year
	Chinese History	Ancient Chinese history; Modern Chinese history; Contemporary Chinese history; Selected historical readings; General introduction to archaeology; An introduction to historiography; etc.	Advanced student	1 year
	Archaeology	Chinese history; Archaeology; Paleography; Revolutionary cultural relics; archaeological techniques; selected historical readings; Topics in archaeology; etc.	Advanced student	1 year
	Philosophy	Philosophy; Political economy; History of the CCP; History of international communist movement; History of Chinese philosophy; Logic; Masterpieces of Marx and Lenin; Selected readings from Mao Zedong's works; Selected readings on dialectics of nature; Psychology; etc.	Advanced student	1 year
Qinghua University (Beijing)	Industrial Automation	Higher mathematics; Physics; Chemistry; Principles of electrotechnics; Electronics; Theory and system of automatic control; Electronic computers and their application in the process of control technology; etc.	Undergraduate	5 years

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Qinghua University (Cont.)	Electronic Computer	Higher mathematics; Drawing; Fundamentals of electrotechnics; Logic design; Pulse digital circuit; Linear circuit; Fundamentals of program design; Control system and language; Principles of computer; Structure of computer; etc.	Undergraduate	5 years
	Technology of Machine Manufacturing and Equipment	Higher mathematics; Physics; Mechanics; Mechanical parts; Mechanical principles; Mechanical drawing; Metals and heat treatment; Electrotechnics; Industrial electronics; Metal cutting principles and tool design; Mechanical technology; Machine design; Technology of machine tool manufacturing; Principles of automatic control; Automatic control system of machine tools; etc.	Undergraduate	5 years
	Hydraulic Building	Higher mathematics; Drawing; Engineering measurement; Water conservancy; Soil mechanics and foundation; Mechanics; Water conservancy works; Reinforced concrete and steel wood structure; Hydrography and hydraulic calculation; Hydropower station; Hydraulic structure; etc.	Undergraduate	5 years
	Architecture	Higher mathematics; Architectural physics; Engineering mechanics; Structural engineering; Building materials; Building equipment; Building decoration; Architectural drawing; Architectural design; Principles of city planning; History of architecture; etc.	Undergraduate	5 years

	Industrial and Civil Architecture	Higher mathematics; Physics; Architectural drawing; Building materials; Mechanics; Structural mechanics; Construction of buildings and houses; Building construction; Reinforced concrete structure; Steel and wood structures; Soil mechanics and foundation engineering; etc.	Undergraduate	5 years
	Power Plant and Electric System	Higher mathematics; Physics; Principles of electrotechnics; Electrical machinery; Fundamentals of electronic technique; Principles and application of computer; Power plant engineering; Electric system; Principles of the protection of electric system relay; Automation of electric system; etc.	Undergraduate	5 years
Tianjin University (Tianjin)	Radio Technology	Fundamentals of electrotechnics; Low-frequency circuitry; High-frequency circuitry; Signal analysis and line networks; Pulse digital circuitry; Theory of electro-magnetic field and technology of microwave; Electric wave antenna; Information and system; Theory of TV; Theory of computer; etc.	Undergraduate	4 years
	Industrial and Electric Automation	Mathematics; Physics; Fundamentals of electrotechnics; Electronic technique; Fundamentals of traction; Theory of computer; System of automatic control; Technology of computer control; etc.	Undergraduate	4 years
	Power Plant and Electric System	Mathematics; Physics; Fundamentals of electrotechnics; Electronics; Electrical machinery; Power plant; Electric system; Protection of electric system relay; Automation of electric system; Application of electro-computer in electric system; etc.	Undergraduate	4 years

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Tianjin University (Cont.)	Electrical Machinery	Mechanical drawing; Engineering mechanics; Mechanical principles; Mechanical parts; Fundamentals of electrotechnics; Electronic technique; Electrical machinery; Design of electrical machinery; Electrical machinery control; Abrupt change process of electrical machinery; Analysis and calculation of electromagnetic field of electrical machinery; etc.	Undergraduate	4 years
	Water Conservancy Construction	Mechanical drawing; Engineering mechanics; Engineering structure; Water conservancy; Soil mechanics; Engineering geology; Hydrology and planning of water conservancy and hydropower station; Construction of water conservancy projects; Water conservancy works; etc.	Undergraduate	4 years
	Machinery Manufacture Engineering and Equipment	Mechanical drawing; Engineering mechanics; Technique of machinery manufacture; Science of metals and heat treatment; Mechanical principles and parts; Metal cutting principles and tools; Metal cutting machine tools; Measuring technique of machinery manufacturing; Hydraulic transmission; Fundamentals of control engineering; Mechanical shaking; Electrotechnics and electronic technology; etc.	Undergraduate	4 years

Tongji University (Shanghai)	Industrial and Civil Architecture	Higher mathematics, Physics; Mechanical parts and principles; Architectural drawing; Surveying; Theoretical mechanics; Material mechanics; Structural mechanics; Computer language and application; Construction of buildings and houses; Building construction; Reinforced concrete structure and masonry structures; Steel and timber structures; Soil mechanics and foundation engineering; Theory of elasticity; etc.	Undergraduate	4 years
	Architecture	Higher mathematics; Physics; Theoretical and material mechanics; Structural mechanics; Building structure; Descriptive geometry; Shades and shadows perspective; Fundamentals of architectural design; Fine arts; Architectural physics; Building equipment; Building materials; General principles of modern construction technique; Building structure and interior decoration; History of architecture; Principles of residential district and city planning; Architectural theory and design; etc.	Undergraduate	4 years
Nanjing Institute of Technology (Nanjing)	Radio Engineering	Higher mathematics; Mechanical drawing; Circuitry, signals and system; Electronic circuits; Pulse and digital circuits; Information; System engineering; Magnetic fields and waves; Microwave technique and antenna; Principles and applications of electronic computers; etc.	Undergraduate	4 years

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Nanjing University (Cont.)	Highway and Bridge Engineering	Higher mathematics; Engineering drawing; Applied mechanics; Strength of materials; Structural mechanics; Theory of elasticity; Surveying; Soil properties and soil mechanics; Hydraulics; Engineering geology; Highway materials; Engineering structures; Introduction to machines and electricity; Highway subgrades; Highway pavements; Design of highways; Bridge engineering; Hydrology and design of bridge sites; etc.	Undergraduate	4 years
	Technology and Equipment of Machinery Manufacture	Higher mathematics; Theoretical mechanics; strength of materials; Metals and heat treatment; Mechanical drawing; Technical measurement; Machine design; Principles of automatic control; Hydraulics and hydraulic transmission of machine tools; Electrical engineering and industrial electronics; Principles of metal cutting and tool design; Manufacturing technology and design of machine equipment; Machine tool design; etc.	Undergraduate	4 years
	Power Plant and Electric System	Higher mathematics; Digital computer and algorithm language; Elements of mechanical engineering; Principles of electricity; Technology of electricity; Electrical machinery; electric power stations; Electric power systems; Automatic control of electric power systems; etc.	Undergraduate	4 years

Beijing Institute of Posts and Telecommunications (Beijing)	Radio Communication	Higher mathematics; Engineering drawing; Signal and circuit analysis; Low-frequency circuitry; High-frequency circuitry; Electromagnetic field and antenna; Networks; Pulse circuit; Communication equipment; Theories of communication; etc.	Undergraduate	4 years
Beijing Institute of Iron and Steel Technology (Beijing)	Mining	Higher mathematics; Mechanical drawing; Applied mechanics and material mechanics; Machine design and principles; Methods of measurement; Geology; Principles of rock mechanics; Drilling machines and blasting; Underground mining methods; Surface mining methods; Ventilation; etc.	Undergraduate	4 years
	Electrometallurgy	Higher mathematics; Fundamentals of computers; Physical chemistry; Engineering mechanics; Mechanical drawing; Mechanical parts and design; Electrical engineering and electronics; Science of metals and heat treatment; Principles of steel smelting; Equipment and technology of steel smelting; etc.	Undergraduate	4 years
North China Communication University (Beijing)	Diesel Locomotive	Diesel locomotive; Diesel engine of locomotive; Electric transmission of locomotive; Hydraulic transmission of locomotive; etc.	Undergraduate	4 years
	Rolling-stock	Wagon structure; Wagon installation; Brake; Wagon technology; Fundamentals of wagon design; etc.	Undergraduate	4 years

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
North China Communication University (Cont.)	Railway Signal	Section signal; Station signal; Hump yard skating control; Remote control and remote supervision of railway signal; etc.	Undergraduate	4 years
	Railway Engineering	Railway alignment; Track and subgrade, Railway bridges and tunnels; etc.	Undergraduate	4 years
	Railway Transportation	Organization of train operation; Organization of transportation of goods; Stations and yards and junction terminals; etc.	Undergraduate	4 years
Shanghai Polytechnical University (Shanghai)	Electrical Machinery Engineering	Engineering drawing; Engineering mathematics; Mechanical principles and parts; Principles of electrical engineering; Fundamentals of electronic technique; Science of electrical machinery; Design of electrical machinery; Theory and technique of automatic control; Automatic controlled electric machines; Transient process of electrical machine; etc.	Undergraduate	4 years
	Machinery Manufacture Engineering	Engineering mechanics; Engineering drawing; Science of metals and heat treatment; Electrical engineering and electronics; Mechanical principles and parts; Principles of automatic regulation; Metal cutting principles and tools; Machine tool design; Machine tool manufacturing technology; Hydraulic transmission; Numerical control and application of electronic computers; etc.	Undergraduate	4 years

East China Institute of Chemical Technology (Shanghai)	Chemical Engineering	Chemical thermodynamics; Chemical reaction engineering; Chemical production process; Chemical system engineering; etc.	Undergraduate	4 years
	Basic Organic Chemical Engineering	Higher mathematics; Physics; Chemistry; Chemical principles; Automation of chemical meters; Basic organic chemistry; Basic theory of chemical engineering; Basic organic chemical technology; Basic organic chemical engineering process and equipment; etc.	Undergraduate	4 years
	High Polymer Chemical Engineering	High polymer chemistry; High polymer physics; Design and control of technological process of high polymers; Polymer process and equipment; etc.	Undergraduate	4 years
	Oil Refinery	Organic chemistry; Physical chemistry; Chemical principles; Mechanics; Chemical thermodynamics; Chemical dynamics; Petroleum chemistry; Petroleum technology; etc.	Undergraduate	4 years
East China College of Textile Industry (Shanghai)	Cotton Textile	Mechanical drawing; Engineering mechanics; Mechanical principles and parts; Electrical engineering; Textile materials; Cotton textiles; etc.	Undergraduate	4 years
	Woolen Textile	Mechanical drawing; Engineering mechanics; Mechanical principles and parts; Electrical engineering; Textile materials; Woolen and worsted textiles; etc.	Undergraduate	4 years
	Mechanized Weaving	Mechanical drawing; Engineering mechanics; Electrical engineering; Textile materials; Mechanized weaving; etc.	Undergraduate	4 years

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
East China College of Textile Industry (Cont.)	Textile Machinery	Mechanical drawing; Engineering mechanics; Mechanical principles and parts; Metal technology; Design of textile machinery; Technology of machine manufacturing; Textile technology; etc.	Undergraduate	4 years
	Chemical Fibers	Mechanical drawing; Fundamentals of machinery; Inorganic chemistry; Organic chemistry; Physical chemistry; Electrotechnics; Principles of chemical engineering; High polymer chemistry and physics; Technology of chemical fibers; etc.	Undergraduate	4 years
	Dyeing and Finishing	Mechanical drawing; Fundamentals of machinery; Inorganic chemistry; Analytical chemistry; Organic chemistry; Physical chemistry; Principles of chemical engineering; Technology of textile dyeing and finishing; etc.	Undergraduate	4 years
East China College of Hydraulics (Shanghai)	Irrigation and Water Conservancy	Irrigation and water conservancy; Construction of irrigation and water conservancy projects; Water pumps and pumping stations; Rural hydropower plant; Management of irrigation and water conservancy systems; etc.	Undergraduate	4 years
Wuxi Institute of Light Industries (Wuxi)	Food Engineering	Mechanical drawing; Meters and automation of chemical engineering; Physical chemistry; Food engineering principles; Food biochemistry; Food microbiology; Food analysis; Equipment of food factory; Food processing technology; etc.	Undergraduate	4 years

Jilin Polytechnical Institute (Changchun)	Agricultural Machinery	Higher mathematics; Mechanical drawing; Theoretical mechanics; Strength of materials; Mechanical principles; Mechanical parts; Metal technology; Technology of agricultural machinery; Structure of farm machinery; Structure of tractor; Theory and design of farm machinery; Experiment of farm machinery; Agronomy; etc.	Undergraduate	4 years
Changchun Geological Institute (Changchun)	Exploration for Minerals	General geology; Crystallography and mineralogy; Paleontology and geological history; Mineral deposits; Structural geology and geomechanics; Geophysical prospecting; Methods of prospecting; Hydrogeology; etc.	Undergraduate	4 years
Xi'an Institute of Highway Construction (Xi'an)	Automobile Operation and Repair	Higher mathematics; Theoretical mechanics; strength of materials; Descriptive geometry and mechanical drawing; Metals and heat treatment; Electrotechnics and industrial electronics; Fundamental technology of machine building; Elementary knowledge of machine design; Automobile structure; Principles of engine; Theory of automobile; Automobile operation engineering; etc.	Undergraduate	4 years
	Highway Engineering	Higher mathematics; Engineering drawing; Surveying; Engineering geology; Highway materials; Soil survey and soil mechanics; Hydraulics and hydrology of bridges and culverts; Subgrade and pavement of highway; Reconnaissance and design of highway alignment; Bridge engineering; Strength of materials; Structural mechanics; etc.	Undergraduate	4 years

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Xi'an Institute of Highway Construction (Cont.)	Bridge and Tunnel Engineering	Higher mathematics; Engineering drawing; Highway survey; Engineering geology; Higher materials; Hydraulics and hydrology of bridges and culverts; Engineering structure; Mechanics of elasticity; Superstructure of bridges, piers, abutments and foundations of bridges; Tunnel engineering; Outline of highway; etc.	Undergraduate	4 years
Zhejiang University of Agriculture (Hangzhou)	Agronomy	Crop cultivation; Genetics; Seed growing and cultivation of good strains; Field experimentation and statistics; Study of soil fertility; Prevention of pests and diseases; Mechanization of agricultural production; etc.	Undergraduate	4 years
	Agrochemistry	Soil science; Regional soil and reformation; Soil survey and planning; Agrochemistry; Methodology of agrochemistry; Nutriment and fertilizer; Chemical analysis of soil; etc.	Undergraduate	4 years
Guangxi Institute of Agriculture (Nanning)	Agronomy	Botany; Botanic physiology; Plant genetics; Study of soil fertilizer; Agricultural meteorology; Prevention of pests and plant diseases; Crop cultivation; Study of high yielding strains of seed; Scientific research; etc.	Undergraduate	4 years

	Animal Husbandry and Veterinary Medicine	Fundamentals of biology; Chemistry; Animal anatomical physiology; Study of pig raising; Study of cattle breeding; Study of poultry raising; Lectures on horse and sheep; Pharmacology of veterinary medicine; Domestic animal pathology; Common domestic animal diseases; Traditional veterinary Chinese medicine; etc.	Undergraduate	4 years
Beijing Medical College (Beijing)	Medicine	Human anatomy; Human physiology; Biochemistry; pathologic anatomy; Pharmacology; Microbiology; Internal medicine; Surgery; Gynecology and obstetrics; Pediatrics; Stomatology; Ophthalmology, Otorhinolaryngology; Chinese traditional medicine (including acupuncture and moxibustion); etc.	Undergraduate Advanced student	6 years 1 year
China's Medical University (Shenyang)	Medicine	Biology; Medical physics; Basic medical chemistry; Anatomy; History and embryology; Biochemistry; Physiology; Microbiology; Parasitology; Pathology; Pharmacology; Clinical diagnosis; Traditional Chinese medicine; Internal medicine; Surgery; Gynecology and obstetrics; Pediatrics; Infectious diseases; Otology-Rhinology-Laryngology, Ophthamology, Stomatology; Dermatology; Hygiene; etc.	Undergraduate Advanced student	5 years 1 year

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Shanghai First Medical College (Shanghai)	Medicine	Chemistry; Biology; Anatomy; Histology and embryology; Physiology; Biochemistry; Microbiology; Parasitology; Pathology; Pharmacology and hygiene; Fundamentals of diagnostics; Study of operation; traditional Chinese medicine; Internal medicine; Surgery; Gynecology and obstetrics; Pediatrics; Dermatology, Ophthalmology, Otolaryngology and Stomatology; Infectious diseases; Radiology; etc.	Undergraduate Advanced student	6 years 1 year
Shanghai Second Medical College (Shanghai)	Medicine	Biology; Anatomy; Histology and embryology; Physiology; Bio-chemistry; Microbiology; Parasitology; Pathology; Pharmacology; Traditional Chinese medicine; Basic diagnostics; Internal medicine; Surgery; Pediatrics; Gynecology and obstetrics; Stomatology; Dermatology; Nuclear medicine; Infectious diseases and epidemiology; Hygiene; etc.	Undergraduate Advanced student	5 years 1 year
Zhongshan Medical College (Guangzhou)	Medicine	Biology; Medical physics; Medical chemistry; Anatomy; Histology and Embryology; Biochemistry; Physiology; Microbiology; Parasitology; Pathology; Pharmacology; Diagnostics; Traditional Chinese medicine; Internal medicine; Surgery; Gynecology and obstetrics; Pediatrics; Infectious disease and epidemiology; E N T; Stomatology; Dermatology; Hygiene; Nuclear medicine; etc.	Undergraduate	5 years

Guangxi Medical College (Nanning)	Medicine	Anatomy; Histology and embryology; Physiology; Biochemistry; Microbiology; Pathology; Pharmacology; Parasitology; Diagnostics; Traditional Chinese medicine; Internal medicine; Surgery; Gynecology and obstetrics; Pediatrics; Infectious disease and epidemiology; E N T; Stomatology; Dermatology; Hygiene; etc.	Undergraduate	5 years
Beijing College of Traditional Medicine (Beijing)	Traditional Chinese Medicine	Basic theory of traditional Chinese medicine; History of traditional Chinese medicine; Pharmacology of Chinese medicine; Planning prescription; Selected readings of medical classics; Schools of traditional medicine; Anatomy and histoembryology; Medical chemistry; Physiology; Microbiology and parasitology; Pathology; Pharmacology; Diagnostics; Internal medicine; Surgery; Osteotraumatology; Acupuncture and moxibustion; Pediatrics; Gynecology and obstetrics; Otorhinolaryngology; Ophthalmology and stomatology; etc.	Undergraduate Advanced student	5 years 1 year
Guangzhou College of Traditional Chinese Medicine (Guangzhou)	Traditional Chinese Medicine	Basic theory of traditional Chinese medicine; Chinese Pharmacology; Planning prescription; Selected reading of medical classics; History of traditional Chinese medicine and theories of traditional Chinese medical schools; Anatomy and embryology; Physiology; Biochemistry; Microbiology and parasitology; Pathology; Pharmacology; Basic diagnosis; Internal medicine; Surgery; Traumatology; Pediatrics; Gynecology and obstetrics; Ophthalmology; Acupuncture and moxibustion; Hygiene and prevention; etc.	Undergraduate Advanced student	5 years 1 year

Institutions	Specialities	Main Subjects & Lectures	Category of Students	Schooling Length
Nanjing Institute of Pharmacology (Nanjing)	Pharmaceutical Science	Human anatomy and physiology; Biochemistry; Microbiology; Pharmaceutical chemistry; Pharmacology; Pharmacy; Pharmaceutical analysis; Pharmacognosy of traditional Chinese herbal medicine; Phytochemistry of traditional Chinese herbal medicine; Fundamentals of traditional Chinese medicine; etc.	Undergraduate Advanced student	4 years 1 year
Central Institute of Fine Arts (Beijing)	Traditional Chinese Painting	Landscape painting; Figure painting; Flower and bird painting; etc.	Advanced student	1 year
	History of Chinese Fine Arts	Outline of fine arts; Introduction to traditional Chinese painting; History of Chinese fine arts; Painting; etc.	Advanced student	1 year
Zhejiang Institute of Fine Arts (Hangzhou)	Traditional Chinese Painting	Landscape painting; Figure painting; Flower and bird painting; etc.	Advanced student	1 year

PROFILES OF SELECTED SCHOOLS AND DEPARTMENTS

Beijing University

Beijing University, commonly referred to by the Chinese abbreviation "Beida," is located in the northwestern suburbs of Beijing near the ruins of the old Summer Palace (*Yuan Ming Yuan*). In 1953 the university moved from its original campus near Coal Hill (behind the Forbidden City) to the site once occupied by Yanjing University. Yanjing University was founded by Americans in the early twentieth century; its facilities have been incorporated into Beida.

Beida has the largest foreign student population of any Chinese college with the exception of the Beijing Languages Institute. In 1979 there were approximately 150 foreign students out of a total student body numbering 8,000 (including 460 graduate students). Beida is considered the most prestigious comprehensive university in China.

Foreign students at Beida live in two dormitories, No. 26 for men and No. 25 for women. Most foreigners have Chinese roommates assigned by *liuban* and departmental personnel.

The dormitory is managed by resident workers (*shifu*) who answer the telephone, prepare rooms for newcomers, distribute mail and newspapers and generally watch over dormitory activities. Visitors, both foreign and Chinese, must sign in at the campus gate and at times Chinese guests have been asked to register with the *shifu* on duty before entering the dormitory.

Each dormitory has a shower room, several washing rooms, a television lounge and one telephone. A special long distance telephone room in the men's dormitory provides a measure of privacy for students making overseas calls. Students can eat at the foreigners' canteen or in the dining hall for Chinese students (if they provide their own bowls and chopsticks).

The campus has a general store which sells foodstuffs, stationery supplies and clothing, as well as a bookstore, watch repair shop, barber shop, post office, theater and clinic. Haidian, the local shopping district, has a laundry, electrical repair shop and several inexpensive restaurants.

Recreational facilities on campus include a running track, basketball and volleyball courts and an outdoor swimming pool. About once each month, the *liuban* arranges free tickets and transportation to concerts, movies and theater performances around town. Ice skating on the Beida lake is a popular winter activity (skates can be rented). During other times of the year, students explore the many parks in the vicinity such as the Fragrant Hills, the Summer Palace, the Temple of the Sleeping Buddha and the Temple of the Azure Clouds which are all within biking distance and are served by city buses that stop just outside the main gate of Beida.

Course Work at Beijing University (1979-1980)

Chinese Language and Literature: All classes were open to foreign students and a few were designed specifically for non-Chinese. Students reported that the most

interesting courses were those for third and fourth year Chinese students; others, as one student wrote, were "very basic and very narrow."

Foreign students have been able to decide for themselves whether to participate in regular courses or to attend classes reserved for foreigners. This department, which was considered to be one of the most intellectually active at Beida, was willing to provide help with independent projects, but only for students who attended classes regularly.

History: There were no special history classes for foreign students, who were expected to attend regular classes and to take examinations and prepare written assignments. They were permitted to enroll in courses on both traditional and modern/contemporary Chinese history.

Courses attended by American students include a lecture course on modern Chinese history, the first to be offered in over a decade, taught by a "fine and conscientious historian willing to discuss methodology and to analyze monumental events and figures;" a course on traditional Chinese institutions; one on weights and measures; and a series of lectures on special historical topics given by members of the Chinese Academy of Social Sciences' Institute of History. Some students have been assigned a tutor to discuss topics in their area of interest.

Students interested in archaeology enroll in the Department of History. Courses were said to be very good. Departmental offerings included: Paleolithic Archaeology (for first-year students); Neolithic Archaeology; Shang-Zhou Archaeology; Chinese Paleography; Sui-Tang Archaeology; and Qin-Han Archaeology and Archaeological Drawing and Measurement (for advanced students).

Philosophy: There was a survey of classical Chinese philosophy for foreign students and a class on Chinese aesthetics that attracted foreign students from several other departments. Some students have obtained special help with research.

Economics: This department first admitted foreigners in the spring term of 1979 (into a class on Contemporary Chinese Economic History designed for foreigners but open to Chinese students as well). The class has been described as "superficial," not so much because of pedagogical problems but because students were generally inadequately prepared linguistically and could not participate in discussions. Graduate students found regular departmental classes more interesting, and all but fourth year seminars were open to foreigners. Texts are now available for the World Economy course, a course on sectoral economics in China and a course on political economy.

Language Classes: A test was administered to all incoming foreign students in the fall of 1979, and three classes were arranged to accommodate different levels. Some advanced students enrolled in a six-hour per week *kouyu* class that they considered inadequate for their needs. Students offered a twelve hour per week class reported more positively on the teaching methods used. Beida did not offer *gudai Hanyu*

classes for foreigners, but the History Department's lecture course on classical historical texts was open to them. The teaching and the textbooks used in this course were judged to be very useful.

Fudan University

Fudan is a comprehensive university located on a broad expanse of flat swampland in the northeastern suburbs of Shanghai. It was established in 1905 by a group of nationalistic students and professors who wished to separate themselves from Aurora (Zhendan) University, which had been established by missionaries. In 1922 Fudan moved to its present site in the Jiangwan area where foreigners once played golf. The original campus occupies only a tiny part of the present university. In 1979-80 there were approximately 4,000 students, of whom 27 were foreigners. The university has two faculties — liberal arts with seven departments and the natural sciences with six.

The new foreigners' dormitory contains its own canteen, communal shower and laundry rooms, a gas stove for cooking and a color TV. Fudan's policy regarding roommates in 1980 stated that all foreign students must have either a Chinese or a foreign roommate — students who expect to attend Fudan should plan to have a roommate. Whether or not the new dormitory will isolate foreign students from Chinese other than their roommates remains to be seen, but it is important to remember that policies of this nature change frequently in China and will probably continue to oscillate.

A small store on campus sells cookies, beer, tea and baked and canned goods. There also is a limited-service post office and a small *Xinhua* bookstore. The closest shopping center is at Wujiaochang where there are larger stores and a full-service post office. There is a small clinic on campus but students are referred to the No. 1 People's Hospital for serious illnesses or surgery. The campus has a 20 x 100-meter outdoor pool, volleyball and basketball courts, a track with a soccer field and horizontal and parallel bars. The school organized sports competitions and outings to performances and places of interest. Shanghai's proximity to some of China's most famous beauty spots — Suzhou, Hangzhou and the like — makes it an ideal location for weekend trips.

Course Work at Fudan University (1979-1980)

Chinese Literature: Foreign students were required to take one basic survey course per term in either classical or modern literature and a "China Knowledge" class that met once a week for discussions or visits to interesting sites in the Shanghai area. The two survey courses were designed for foreigners, but a few Chinese students audited them. Foreign students were able to attend regular classes and reported that there was little difference between the two kinds of courses: teachers tried to speak more clearly and to write difficult phrases on the blackboard in the foreigners' class but rapid Chinese was used. According to one student, the survey of modern Chinese literature class was well taught and optional group tutorials

were available. A 2,000 word essay at the end of the term was the only course requirement, and little preparation was necessary to keep up with the class.

Because most foreign students found these survey courses too elementary, the department offered a series of "mini-courses" covering different writers in the spring of 1980. Some of the department's offerings for the 1979-80 academic year included: Classical Selections, Modern Selections, History of the Chinese Language, Contemporary Chinese, Composition, the Literary Criticism of Marx and Engels, Revision of Chinese Characters and Language, Logic, Contemporary Literary Criticism, Classical Drama, Creative Writing, Outline of Literature, Artistic Language and Analysis of Words.

History: The department enrolled its first eight foreign students in the fall of 1979. All students were required to take a basic survey course in either ancient or modern history. The modern history class was first conducted as a lecture class, but after students complained that it was too elementary, it was replaced by a reading course on historical documents. In response to student requests, the department also offered a course on the "History of Shanghai" and provided tutors to assist with independent research.

Language Classes: A *gudai Hanyu* course was approved because of student demand, and a *Hanyu* (Chinese) class for foreign students met once a week.

Nanjing University

The history of Nanjing University, commonly known as "Nanda," goes back to 1902. It is a comprehensive university with fourteen departments, five in the liberal arts and nine in the natural sciences. In 1979 there were 4,000 students, 60 of whom were from foreign countries.

Foreign students live in two dormitories in rooms that are quite large; in 1980 they could share a room with a Chinese student or live alone if they wished. The dormitory has hot water for showers most of the time and limited cooking facilities. Students can eat in either the foreigners' canteen or with Chinese students, or they can buy food from the canteen to take out. The campus is located in the center of town, convenient to shopping and is served by city buses.

Course Work at Nanjing University (1979-1980)

Chinese Literature: Advanced graduate students at Nanda have not been required to attend classes. The proportion of class time to independent work has been defined individually, and most American students concentrated on their own projects under the close supervision of departmental advisers. Students who chose to take a course or two were free to audit any of the department's offerings except the political study sessions. Special classes on modern and classical Chinese literature arranged for foreign students in 1979-80 were of more use and taught at a higher level than were the regular classes for Chinese undergraduates. The Theatre Research Institute in this department conducts seminars on Yuan and Ming drama and has allowed one American student to use its library.

Language Classes: Nanda offered a *kouyu* class for advanced students that met once a week. The class was well taught, using suitable tapes and texts, but the 30 or so students enrolled felt that the size of the class and the fact that it met only once a week rendered it at best a maintenance course. A newspaper reading class for foreigners and several levels of *gudai Hanyu* for Chinese students were also available, but most students found their individual tutorials more valuable. Some students obtained permission to attend Japanese language classes with Chinese undergraduates.

History: All classes were open to foreign students, but most reported that courses for undergraduate Chinese students were too basic for their needs. A very good history class was organized for foreign students in the fall term of 1979 but most Americans have elected to work on their own research projects under the guidance of tutors from the department.

Nankai University

Nankai University, famous as the alma mater of the late Premier Zhou Enlai, was established in Tianjin in 1919. It is a comprehensive university. The university has nine academic departments, four are in the sciences and five in liberal arts. In 1979 there were 3,600 students and 200 "research students" but only a few foreign students.

The university is located close to the city center (about 15 minutes by bus or bicycle) with its nucleus of shops and restaurants in the old foreign concessions area. The city has few bookshops and suffers from shortages of fruit and other goods in the winter months. Beijing is but two hours away by train, and foreigners have had little trouble obtaining permission to travel to the capital as frequently as they wished.

The campus is close to Tianjin University, which teaches science, and the two establishments sprawl over an extensive area of reclaimed marshland dotted by lakes that are popular for skating in the winter. The foreign student dormitory has large, airy rooms and a canteen with good quality food. Students can eat in the Chinese canteen if they choose. Rooms are reportedly well heated in the winter.

Course Work at Nankai University (1979-1980)

Chinese Department: To date there have been no American graduate students affiliated with this department, but it is known that special courses are available to foreign students and that most regular classes were open to them.

Language Classes: There was no conversation class for students who were basically fluent but needed help with difficult patterns and vocabulary. A beginning *gudai Hanyu* class as well as a basic *xiandai Hanyu* class and an elementary course in newspaper reading were taught for foreigners, but they were all fairly elementary.

History: Since the department has been flexible about allowing students to take both special and regular classes, students often selected courses according to their own needs. Most foreign students took two or three classes per semester, but there was no standard arrangement or requirement. One American graduate student at Nankai was able to audit classes and to write a research report at the end of the term in lieu of a final examination. History students interested in economics were able to take classes in the Economics Department, since that is where economic history was taught. The History Department has been supportive of individual research and has arranged help for students reading difficult documents.

APPENDIX L

REGULATIONS GOVERNING INDIVIDUAL INCOME TAX IN THE PEOPLE'S REPUBLIC OF CHINA

BASIC LAW

ARTICLE 1

An individual income tax shall be levied in accordance with the provisions of this Law on the incomes gained within or outside China by any individual residing for one year or more in the People's Republic of China.

For individuals not residing in the People's Republic of China or individuals residing in China for less than one year, individual income tax shall be levied only on that income gained within China.

ARTICLE 2

Individual income tax shall be levied on the following categories of income:

(1) wages and salaries;
(2) compensation for personal services;
(3) royalties;
(4) interest, dividends and bonuses;
(5) income from lease of property; and
(6) other kinds of income specified as taxable by the Ministry of Finance of the People's Republic of China.

ARTICLE 3

Individual income tax rates:

(1) Income from wages and salaries in excess of specific amounts shall be taxed at progressive rates ranging from 5% to 45% (see appended tax rate table).

(2) Income from compensation for personal services, royalties, interest, dividends, bonuses and lease of property, and other kinds of income shall be taxed at a flat rate of 20%.

ARTICLE 4

The following categories of income shall be exempted from individual income tax:

(1) prizes and awards for scientific, technological or cultural achievements;

(2) interest on savings deposits in the state banks and credit cooperatives of the People's Republic of China;

(3) welfare benefits, survivors' pensions and relief payments;

(4) insurance indemnities;

(5) military severance pay, decommission or demobilization pay for cadres and fighters of the armed forces;

(6) severance pay or retirement pay for cadres, staff members and workers;

(7) salaries of diplomatic officials of foreign embassies and consulates in China;

(8) tax-free incomes as stipulated in international conventions to which China is a party or as stipulated in agreements China has signed; and

(9) incomes approved as tax-free by the Ministry of Finance of the People's Republic of China.

ARTICLE 5

The amount of taxable income shall be computed as follows:

(1) For income from wages or salaries, a monthly deduction of 800 *yuan* shall be allowed; that part in excess of 800 *yuan* shall be taxed.

(2) For income from compensation for personal services, royalties or lease of property, a deduction of 800 *yuan* shall be allowed for expenses if the amount in a single payment is less than 4,000 *yuan*; for single payments in excess of 4,000 *yuan*, a deduction of 20% shall be allowed. The balance remaining after deduction shall be taxed.

(3) Interest, dividends, bonuses or other kinds of income shall be taxed on the full amount received in each payment.

ARTICLE 6

For individual income tax, the income earner shall be the party responsible for paying tax and the paying unit shall be the withholding agent. Taxpayers not covered by withholding are required personally to file declarations of their income and pay tax themselves.

ARTICLE 7

Taxes withheld each month by a withholding agent and those to be paid each month by taxpayers filing personal returns shall be turned in to the state treasury and the tax return submitted to the tax authority within the first seven days of the following month.

Any taxpayer who earns income outside China shall pay the tax due to the state treasury and submit a tax return to the tax authority within 30 days of the end of each year.

ARTICLE 8

All incomes shall be computed in terms of *renminbi* (RMB). Income in foreign currency shall be assessed according to the exchange rate quoted by the State General Administration of Foreign Exchange Control of the People's Republic of China, and shall be taxed in *renminbi*.

ARTICLE 9

The tax authorities have the right to conduct investigations concerning the payment of tax. Withholding agents and taxpayers filing personal returns must report according to the facts and provide all relevant information and shall not refuse to cooperate or conceal the facts.

ARTICLE 10

A commission of 1% of the tax amount withheld shall be paid to the withholding agents.

ARTICLE 11

A withholding agent or a taxpayer filing personal returns must pay the tax due within the prescribed time limit. In cases of failure to pay within the prescribed time limit, the appropriate tax authority, in addition to setting a new time limit for tax payment, shall surcharge overdue payments at 0.5% of the overdue tax for every day in arrears, starting from the first day of default.

ARTICLE 12

The tax authorities may, acting at their discretion, impose a penalty on a withholding agent or on a taxpayer filing personal returns who has violated the provisions of Article 9 of this Law.

In dealing with those who have concealed income or evaded or refused to pay tax, the tax authorities may, in addition to pursuing the tax, impose a penalty not more than five times the amount of tax underpaid or not paid, according to the seriousness of the offense. Cases of gross violation shall be handled by the local people's courts according to the law.

ARTICLE 13

In cases of disputes with the tax authorities over the payment of taxes, the withholding agents or taxpayers filing personal returns must first pay taxes according to the relevant regulations before applying to higher tax authorities for reconsideration. If they do not accept the decisions made after such reconsideration, they can bring the matter before the local people's courts.

ARTICLE 14

Detailed rules and regulations for the implementation of this Law shall be formulated by the Ministry of Finance of the People's Republic of China.

ARTICLE 15

This Law shall come into force from the date of promulgation.

INDIVIDUAL INCOME TAX RATES

(Applicable to wages and salaries)

GRADE	RANGE OF INCOME	TAX RATE (%)
1	Monthly income of 800 *yuan* and less	Exempt
2	That part of monthly income from 801 *yuan* to 1,500 *yuan*	5
3	That part of monthly income from 1,501 *yuan* to 3,000 *yuan*	10
4	That part of monthly income from 3,001 *yuan* to 6,000 *yuan*	20
5	That part of monthly income from 6,001 *yuan* to 9,000 *yuan*	30
6	That part of monthly income from 9,001 *yuan* to 12,000 *yuan*	40
7	That part of monthly income above 12,000 *yuan*	45

SPECIFIC PROVISIONS

ARTICLE 1

These detailed rules and regulations are drawn up in accordance with the provisions of Article 14 of the Individual Income Tax Law of the People's Republic of China (hereinafter called tax law for short).

ARTICLE 2

"Any individual residing for one year or more in the People's Republic of China" mentioned in Article 1 of the tax law means any individual who resides in China for a full 365 days within a tax year. No subtractions shall be made of the number of days of temporary absence from Chinese territory within the tax year.

A tax year starts from January 1 and ends on December 31 on the Gregorian calendar.

ARTICLE 3

Individuals residing in the People's Republic of China for one year or more but less than five years shall pay tax only on that part of their income gained abroad which is remitted to China; individuals whose period of residence in China exceeds five years shall pay tax on all their income gained outside China beginning from the sixth year of residence.

ARTICLE 4

The range of the various categories of income mentioned in Article 2 of the tax law is as follows:

1. "Wages and salaries" means wages, salaries, bonuses and year-end extras gained from work in offices, organizations, schools, enterprises, undertakings and other units.

Bonuses mentioned in the preceding paragraph do not include prizes and awards for scientific, technological or cultural achievements.

2. "Compensation for personal services" means earnings from personal services in designing, installation, drafting, medical treatment, law practice, accounting, consultation, lecturing, news reporting, radio and television broadcasting, contributions to publications, translation, calligraphy and painting, sculpture, cinema, drama and opera, music, dancing, acrobatics, ballad singing and comic talk, sports and technical services.

3. "Royalties" means income from the provision and transfer of patent right, copyright, the right to use proprietary technology and other rights.

4. "Interest, dividends and bonuses" means interest on deposits, loans and various kinds of securities and dividends and bonuses from investments.

5. "Income from lease of property" means income from lease of houses, warehouses, machinery and equipment, motor vehicles and boats and other kinds of property.

6. "Other kinds of income" means income specified as taxable by the Ministry of Finance of the People's Republic of China other than that provided in the preceding items.

ARTICLE 5

The following categories of income from sources in China, regardless of whether the place of payment is in China or not, shall be taxed according to the tax law:

1. Individual income from work and compensation for services within China. But, for individuals whose period of residence in China does not exceed 90 days, the above compensation paid by employers outside China shall be exempted from taxation.

2. Dividends and bonuses gained by any individual within China. But dividends and bonuses derived from joint ventures and from urban and rural cooperative organizations shall be exempted from taxation.

3. Remuneration for staff members sent to work abroad by governmental offices at all levels of the People's Republic of China.

4. Royalties and interest derived by any individual within China and income from lease of property within China as well as other kinds of income specified as taxable by the Ministry of Finance of the People's Republic of China.

ARTICLE 6

For a taxpayer, who has two or more categories of taxable income as provided in Article 2 of the tax law, income tax shall be computed and levied separately.

ARTICLE 7

If a taxpayer's taxable income is paid in kind or in marketable securities, that part of the income thus paid shall be computed in terms of money according to the market price at the time of its acquirement.

ARTICLE 8

"Prizes and awards for scientific, technological or cultural achievements" mentioned in Item 1, Article 4, of the tax law mean prizes and awards given to individuals by the Chinese government or Chinese or foreign scientific, technological or cultural organizations for inventions or creations in the fields of science, technology and culture.

ARTICLE 9

"Interest on savings deposits in the state banks and credit cooperatives of the People's Republic of China" mentioned in Item 2, Article 4, of the tax law includes

interest on savings deposits in *renminbi* and foreign currency and interest on savings deposits in other banks entrusted by the state banks.

Dividends on investments by individuals in local construction (investment) companies in China, which pay no bonuses and whose dividends are not higher than the interest on savings deposits in state banks and credit cooperatives, are also exempt from tax.

ARTICLE 10

"Salaries of diplomatic officials of foreign embassies and consulates in China" mentioned in Item 7, Article 4, refer to salaries of diplomats in foreign embassies, consuls and other persons enjoying the same treatment as diplomats.

Tax exemption for salaries earned by other persons in foreign embassies and consulates in China shall be kept at the same level as the tax exemption for persons of similar status in Chinese embassies and consulates granted by the relevant countries.

ARTICLE 11

Compensation for personal services, royalties and income from lease of property gained in China by individuals not residing in China shall be taxed on the full amount received in such payment.

ARTICLE 12

"Income from compensation for personal services, royalties or lease of property . . . in a single payment" mentioned in Article 5 of the tax law means income gained on one single occasion or income from performance of only one piece of task of matter, and the amount so paid is counted as a single payment. For succeeding income from the same item that cannot be obviously divided into separate payments, such income received within a month is combined and counted as a single payment.

ARTICLE 13

For the same item of income gained by two or more persons in collaboration, deduction for expenses, if eligible according to the tax law, may be made from each share separately.

ARTICLE 14

The withholding agents in making various kinds of taxable payment shall withhold the taxes according to the tax law, turn them in to the state treasury in time and put them in itemized records for future reference.

The various kinds of taxable payment referred to in the preceding paragraph include payment in cash, payment by remittance, payment by the transfer of accounts and payment in marketable securities or in kind, the value of which is computed in terms of money.

ARTICLE 15

Withholding agents and taxpayers filing personal returns shall submit tax returns within the time limit prescribed by the tax law. In cases of failure to submit the returns within the prescribed time limit on account of special circumstances, applications for extension shall be submitted within the prescribed time limit for approval to the local tax authorities.

The final day for tax payment and submission of tax returns may be extended if it falls upon an official holiday.

ARTICLE 16

For individuals residing in China for one year or more, the income gained outside China shall be computed and taxed separately from the taxable income earned within China. The amount of taxable income shall be computed after deducting expenses for different categories as provided in Article 5 of the tax law.

Income tax paid by taxpayers outside China for income earned abroad may be credited against the amount of income tax computed according to the tax rate prescribed by the tax law of China through applications by presenting the tax payment certificate.

ARTICLE 17

Individual income in foreign currency shall be assessed according to the exchange rate quoted by the State General Administration of Foreign Exchange Control on the day when the tax payment certificate is made out and shall be taxed in renminbi.

ARTICLE 18

Individuals liable to the tax in China who desire to leave the country are required to pay off the tax to the local tax authorities seven days before departure from China and only then can they go through exit formalities.

ARTICLE 19

In conducting investigations concerning the payment of tax by withholding agents or taxpayers filing personal returns, the tax officials sent by tax authorities are required to produce identification cards and undertake to maintain secrecy.

ARTICLE 20

For the commission of 1 percent of the tax amount paid to the withholding agents provided in Article 10 of the tax law, the local tax authorities shall make out refund notices for the withholding agents on a monthly basis in accordance with the actual amount of tax withheld and the withholding agents may go through refunding formalities at the designated banks.

ARTICLE 21

A withholding agent or taxpayer filing personal returns who has violated the provisions of Article 9 of the tax law shall be penalized 500 *yuan* or less by the tax authorities according to the seriousness of the case.

ARTICLE 22

A withholding agent or a taxpayer filing personal returns who has violated the provisions of Articles 14 and 15 of these detailed rules and regulations shall be penalized 500 *yuan* or less by the tax authorities.

ARTICLE 23

The tax authorities shall serve notices on cases involving penalty in accordance with the relevant provisions of the tax law and these detailed rules and regulations.

ARTICLE 24

For cases of applying for reconsideration by a withholding agent or a taxpayer filing personal returns according to the provisions of Article 13 of the tax law, the tax authorities concerned are required to make decisions within three months after the application is received.

ARTICLE 25

Tax returns and tax payment certificates for individual income tax are to be printed by the General Tax Bureau of the Ministry of Finance of the People's Republic of China.

ARTICLE 26

The right of explanation of the present detailed rules and regulations resides in the Ministry of Finance of the People's Republic of China.

ARTICLE 27

These detailed rules and regulations come into force on the same date as the publication and enforcement of the "Individual Income Tax Law of the People's Republic of China."

APPENDIX M

SELECTED TELEPHONE NUMBERS IN MAJOR CHINESE CITIES AND HONG KONG

Since telephone books are not always accessible and phone numbers change rather often, you may wish to compile your own directory and exchange numbers with friends and professional colleagues. As you compile such a directory, remember that you often need more than a telephone number to complete a call to other foreigners. For example, to reach a foreign student living in a dormitory you need to know the student's Chinese name and room number as well as the number of the dormitory telephone. Similarly, to contact someone living in a hotel it is often necessary to know the room number and/or the number of the telephone extension in that person's room. When exchanging names and numbers with Chinese colleagues it is a good idea to ask whether there is any special information that will help the person answering the phone to locate the party you want to reach (e.g., office number or name).

The China Phone Book and Address Directory, published annually in October by the China Phone Book Company, Ltd. of Hong Kong, contains a great deal of information. The book can be purchased for $25 from the China Phone Book Company, Ltd., P.O. Box 2385-R, Menlo Park, CA 94025 or C-PO Box 11581-R, Hong Kong. As it is fairly expensive you might wish to check a library copy to note numbers and addresses you expect to need while in China.

To help you get started with your personal telephone directory, a number of frequently called numbers are given below.

Beijing

Airport 52-2931
Ambulance 55-5678
Beijing Languages Institute 27-7538, 27-7422, 27-7672, 27-7584
  Female Foreign Students, Bldg. 5; ext. 335
  Male Foreign Students, Bldg. 8; ext. 358
Beijing University 28-2471
  Female Foreign Students, Bldg. 25; ext. 3113
  Male Foreign Students, Bldg. 26; ext. 3351
CAAC, inquiries 55-8861
China Travel 55-8851

Embassies with doctors
France 52-1331, 52-1332, 52-1333
Germany, Federal Republic of 52-2161, 52-2162, 52-2163, 52-2164, 52-2165
Great Britain 52-1961, 52-1962, 52-1963
Japan 52-2361
Friendship Store 59-3531
Hospitals:
Capital Hospital 55-3731, 55-3222
Foreigner's Clinic, ext. 217 (of Capital Hospital)
Number 3 Hospital 27-7691 (foreign student's ward)
Hotels (ask for room number):
Beijing Fandian 55-2231, 55-6531, 55-8331
Heping Binguan 55-8841
Huaqiao Daxia 55-8851
Minzu Fandian 66-8541
Qianmen Fandian 33-8731
Xinqiao Fandian 55-7731
Youyi Binguan 89-0621
JAL Office 52-3457
Overseas Operator 33-7431
Pan Am Office 52-2590
Railroad Station 55-4866
Sanlunche (three-wheeled taxis) 55-5661, 75-2993, 76-2723
Taxis:
Central Office 55-7461
Youyi Binguan 89-0621
U.S. Embassy switchboard 52-2033

Guangzhou (Canton)

CAAC 31-769, 33-684
China Travel 33-454 (Guangzhou); 32-247 (Guangdong)
Domestic long distance 03
Dongfang Binguan 69-900
Ferry 50-436
Overseas Operator 30-416
Taxi 30-113
U.S. Consulate General 69-900 ext. 1000
Zhongshan University 51-710
Foreigner's residence, ext. 241

Hangzhou

Airport 22-160
CAAC 24-259
China Travel 22-924
Hangzhou Hotel 22-921

Hong Kong

China Travel Service (H.K.), Ltd.
Head Office
China Travel Building
77 Queen's Road Central, Hong Kong
5-259121

Branch Office
Alpha House
27-33 Nathan Road, 1st Floor
Kowloon
3-667201

Jinan

Jinan Fandian 35-352
Shandong Fandian 20-041

Nanjing

Ambulance 33-858
CAAC 43-378
China Travel 85-153
Nanjing Fandian 34-121, 32-231
Worker's Hospital 34-511 (Gongren Yiyuan)

Qingdao

CAAC 26-047
China Travel 28-877
Institute of Oceanology 24-079
Zhanqiao Binguan 27-402

Shanghai

Airport 53-7664
Ambulance 24-4010
CAAC 53-2255 (international); 53-5953 (domestic)
Friendship Store 21-9696
Fudan University 61-8151
Hotels:
  Jinjiang Fandian 53-4242
  Heping Fandian 21-1244
JAL 37-8467
Overseas Operator 56-5956
Taxi 56-4547, 56-4444
Tongji University 45-5290
U.S. Consulate General 37-3103

Tianjin

CAAC 24-045
China Travel 34-831
Taxi 35-771, 32-906

Wuhan

CAAC 51-248
Central China Teacher's College 72-631
Jianghan Fandian 23-998
Shengli Fandian 22-531